

# POLICY 4.5

# EXECUTIVE SESSIONS

ADOPTED: FEBRUARY 1, 2013

REVISED: OCTOBER 15, 2024

## A. NOTICE

Public notice of executive sessions shall be provided in accordance with Policy 4.3.

## B. NO FINAL DECISIONS

The Board shall not take any votes during any executive session, nor make any final decisions during any executive session. This policy, however, shall not prohibit full discussion of Board members' views during executive sessions.

## C. AUTHORIZED PURPOSES

Executive sessions shall be held only for the following purposes:

1. Employment of Personnel: **ORS 192.660(2)(a)**. To consider the employment of a public officer, employee, or staff member, or individual agent if:
  - a. The District has advertised the vacancy;
  - b. The Board has adapted regular hiring procedures;/
  - c. In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
  - d. In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meeting open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.
2. Discipline of Public Officers and Employees: **ORS 192.660(2)(b)**. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
3. Consultation with Labor Negotiator: **ORS 192.660(d)**. To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
4. Real Property Transactions: **ORS 192.660(e)**. To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
5. Exempt Records: **ORS 192.660(f)**. To consider information or records that are exempt by law from public inspection.
6. Litigation/Consultation with Legal Counsel: **ORS 192.660(h)**. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
7. Performance Evaluations: **ORS 192.660(i)**. To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

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8. To carry out Negotiations: ORS 192.660(j). To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
9. School Safety: ORS 192.660(k). To consider matters relating to school safety or a plan that responds to safety threats made toward a school.
10. Governing Body Safety: ORS 192.660(o). To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.
11. Cyber Security: ORS 192.660(p). To consider matters relating to cyber security infrastructure and responses to cyber security threats.
12. Labor Negotiations: ORS 192.660(3). Labor negotiations if negotiators for both sides request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.

**D. CONDUCT OF EXECUTIVE SESSION**

The President or other presiding officer shall announce the statutory authority for the executive session before going into closed session. Once the executive session has been convened, the President shall direct any representatives of the news media who are present not to report information from the executive session. Board members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the Board as a whole.