



## PROCEDURAL SUBCOMMITTEE MINUTES

Thursday, August 23, 2018 (*rescheduled from 8.16.2018*)

3:00 – 3:45pm

Conference Call: (888)557-8511, Access code 5579138 (*listen only*)

**Present by phone:** Chair Scruggs, Lindsey Capps surrogate Cheryl Myers, Colt Gill surrogate Jessica Ventura, Michele Oakes, Anthony Rosilez, Jenna Schadler

**Administrative Agent Staff present:** Debbie Green, Executive Support

**3:00 1.0 Preliminary Business**

1.1 Welcome Remarks, Agenda Review/Outcomes

Chair Scruggs opened the meeting at 3 p.m. and welcomed Subcommittee members. Cheryl Myers, noted a previous discussion of the Procedural Subcommittee suggesting an amendment to the IGA to include a majority vote of Standing and Rotating Directors when considering vacancies in the Educator Advancement Council. This discussion will be moved to the full Council.

1.2 Roll Call

Debbie Green reviewed those in attendance by phone and a quorum was established.

**3:10 2.0 Public Comment**

*Public testimony should be submitted in writing to [EACinfo@oregonlearning.org](mailto:EACinfo@oregonlearning.org)*

No public testimony was received.

**3:20 3.0 Updated Draft Policies and Procedures Discussion**

Discussion: finalize edits/comments

3.1 ACTION ITEM: Approve recommended manual for full EAC consideration

Jessica Ventura moved to approve the Policies and Procedures Draft, seconded by Anthony Rosilez. The motion passed unanimously.

Director Scruggs will give an update at the full Council meeting and indicate we will distribute the approved Policies and Procedures Draft to all Directors for their additional comments or edits as a first reading.

**3:40 4.0 Discuss Potential Appendix Items**

4.1 Travel and Expense Reimbursement

4.2 Board Operating Agreements

These documents will be discussed at a later Procedural Subcommittee meeting.

**3:45 5.0 Adjourned at 3:18 p.m.**

Unanticipated agenda items may or may not be included. All Educator Advancement Council meetings are open to the public and conform to Oregon public meetings laws. Accommodations requests should be submitted to [EACinfo@oregonlearning.org](mailto:EACinfo@oregonlearning.org) (503)373-1283 at least 48 hours in advance. To subscribe to meeting notices please register [here](#) or [www.education.oregon.gov](http://www.education.oregon.gov) to also find upcoming meetings and prior meeting materials.