

# OLDHAM COUNTY BOARD OF EDUCATION POLICY

## MEETINGS OF THE BOARD

1020

*References: KRS 160.270, 61.805, 61.810, 61.815, 61.840*

### 1020.01 Regular Meetings

The Board shall annually approve a schedule of regular meetings, which shall include at least one regular meeting per month.

### 1020.02 Special Meetings

Special meetings may be called by the Chairman. On request of three members of the Board, the secretary shall call a special meeting. Each member of the Board shall have timely notice of each meeting and the nature, object and purpose for which it is called.

### 1020.03 Minutes

The secretary shall be present at the meetings of the Board and shall record in a book provided for that purpose all its official proceedings which shall be a public record open to inspection.

### 1020.04 Meetings Open to the Public

The meetings of the Board at which any public business is discussed or at which any action is taken by the Board are declared to be public meetings, open to the public at all times, except for the following:

- a. Deliberations on future acquisitions or sale of real property by the Board, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by the Board;
- b. Discussion of proposed or pending litigation against or on behalf of the Board;
- c. Discussions or hearings which might lead to the appointment, discipline or dismissal of an individual employee, or student without restricting that individual's right to a public hearing if requested, provided that this exception shall not be interpreted to permit discussion of general personnel matters in secret;
- d. and any other exception as listed in KRS 61.810.

### 1020.041 Requirements for conducting closed sessions shall be as follows:

- a. Notice shall be given in regular open meetings of the general nature of the business to be discussed in closed session, the reason for the closed session, and the specific provision of KRS 61.810 authorizing the closed session;
- b. Closed sessions may be held only after a motion is made and carried by a majority vote in open, public session;
- c. No final action may be taken at a closed session; and
- d. No matters may be discussed at a closed session other than those publicly announced prior to convening the closed session.

Activities described above in 1020.04 (b) and (c) (as (c) relates to students) are exempt from the requirement of 1020.041.

### 1020.05 Quorum

A majority of the Board (3) shall constitute a quorum for the transaction of business, but a concurring vote by a majority of the Board (3), the number of Board members in the quorum notwithstanding, shall be necessary to take any particular action unless otherwise specified by statute.

### 1020.06 Public Participation in Open Meetings

#### 1. PUBLIC ATTENDANCE

The public and the news media are permitted to attend all open meetings of the Board. No person may be required to give identification in order to attend any such meeting.<sup>1</sup>

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### 2. EXCEPTION

The chairperson may impose conditions upon attendance at a given meeting only if such conditions are required for the maintenance of order.<sup>1</sup>

The Board as a whole shall have the final decision as to the appropriateness of all rulings.

### 3. PUBLIC COMMENT PERIOD

Each regular meeting shall include a public comment period of at least fifteen (15) minutes. Any Board rules and policies regarding conduct during school board meetings shall apply during the public comment period.<sup>2</sup>

Individuals or groups should contact the Office of the Superintendent prior to the next scheduled meeting in order to be considered for inclusion on the agenda.

Persons wishing to address the Board must first be recognized by the chairperson. Persons who wish to address an agenda item should seek recognition at the time the Board considers that particular item. Persons who wish to address the Board on a non-agenda concern are asked to seek recognition from the Chairperson at the "Presentation" item on the agenda.

### 4. SPEAKERS

The chairperson may require the name and address of the speaker. The chairperson may rule on the relevance of the topic to the Board's agenda. The chairperson may also establish time limits for speakers as may be required to maintain order and to ensure the expedient conduct of the Board's business.

The Board as a whole shall have the final decision as to the appropriateness of all rulings.

### 5. NON-AGENDA ISSUES

The Board will not take official action on non-agenda issues introduced by the public in the meeting at which they are first introduced.

## 1020.07 Video Conferences

The Board may conduct its meeting by video teleconference (including closed sessions). Notice of a video teleconference shall comply with the requirements of KRS 61.820 and 61.826. In addition, the notice shall clearly state that the meeting will be a video teleconference and precisely identify the primary location of the video teleconference where all members can be seen and heard and the public may attend in accordance with KRS 61.840. The same procedures with regard to participation, distribution of materials and other matters shall apply in all video teleconference of the Board should be directed to the Board as a whole. If two or more members are attending the video conference meeting at the same physical location, the meeting notice shall identify the location, and members of the public shall be allowed to attend the meeting at such location. All members of the Board shall be visible on camera at all times while business is being discussed.