

BOARD MEETINGS/REGULAR MEETINGS/SPECIAL MEETINGS

All meetings of three or more members of the Board of Education at which any public business may be discussed or any formal action may be taken shall be open to the public at all times, except for periods in which the Board is in executive session. All Board meetings will be properly noticed and minutes will be taken and recorded as required by law.

No business may be conducted unless a quorum is present. A quorum shall consist of a simple majority (more than half) of the members serving on the Board.

A recording shall be made of regular and special meetings as required by law (at which votes are taken and recorded) and at a minimum shall be an audio recording. Recordings shall be maintained for 90 days.

Regular Meetings

Regular meetings of the Board of Education shall be held on the first and third Wednesday of each month at 5:00 p.m. and 6:00 p.m., respectively, in either a district building as designated on the calendar or the Board room of the administration building at 800 S Taft Avenue in Loveland, Colorado, unless otherwise established by the Board.

Special Meetings

Special meetings of the Board may be called by the Board president at any time and shall be called by the president upon the written request of a majority of the members.

The assistant Board secretary or designee shall give written notice of any special meeting to each Board member at least 24 hours in advance. The notice must contain the time, place and purpose of the meeting.

Any member may waive notice of a special meeting at any time before, during or after such meeting. Attendance at a special meeting shall be deemed to be a waiver.

No business other than that stated in the notice of the meeting shall be transacted unless all members are present and agree to consider and transact other business.

Work Sessions and Retreats

The Board, as a decision-making body, is confronted with a continuing flow of problems, issues and needs which require action. While the Board is determined to expedite its business, it also is mindful of the importance of planning, brainstorming, and thoughtful discussion prior to action. Therefore, the Board may schedule work/study sessions or retreats in order to provide its members and district staff with just such opportunities. These work/study sessions and retreats shall be open to the public, with topics for discussion and study noticed to the public.

Adopted prior to 1985

Revised September 21, 1988

Revised September 3, 1997

Revised October 2, 2002

Revised June 17, 2009

Revised March 2, 2011

Revised December 14, 2011

Revised November 14, 2012

Legal Reference Revision October 16, 2013

Revised March 22, 2023

Legal refs.: CRS 22-32-108 (board meetings)
CRS 24-6-402 et seq. (Colorado Sunshine Act of 1972)

Cross refs.: BEAA, Electronic Participation in School Board Meetings
BEC, Executive Sessions/Open Meetings
BEDA, Notification of Board Meetings
EGAEA, Electronic Communication