

ARTICLE I. BYLAWS

D. MEETINGS OF THE BOARD.

Section 1. Organizational Meeting.

The Board shall conduct an organizational meeting annually during the month of January. During the annual organizational meeting, the Board shall elect its officers for the coming year, shall establish a schedule of regular Board meetings for the coming year, and may conduct any other business it elects to address.

Section 2. Regular Meetings.

Regular meetings of the Board shall be held in accordance with the schedule established by the Board at its organizational meeting. The schedule of regular meetings may be amended by the Board.

Section 3. Special Meetings.

Special meetings of the Board may be called by the President, or by any two members of the Board, upon not less than 24 hours' notice to each Board member. Notice to Board members of a special meeting may be provided by personally delivering a notice to the Board member, by delivering the notice to the Board member's household and leaving it with a responsible member of the household, or by sending the notice to the Board member on his or her District-provided email account or Board provided email account.

Section 4. Emergency Meetings.

In the event of a severe and imminent threat to the health, safety or welfare of the District, its students or employees, the Board President may call an emergency meeting, and the Board may meet and take action without complying with public notice requirements, provided that two-thirds of the members of the Board determine that delay would detrimentally affect the ability of the Board to respond to the threat. Actual notice to all Board members of an emergency meeting shall be attempted, but is not required.

Section 5. Meetings Open to the Public.

All meetings of the Board in which a quorum is present for the purpose of deliberating toward or rendering a decision on public policy shall be open to the public.

Section 6. Open Meetings Act.

Meetings of the Board are subject to and shall comply with applicable provisions of Michigan's Open Meetings Act ("OMA"), MCL §15.261, *et seq.* Depending upon its function, a Board committee may be a public body whose meetings are subject to the OMA.

Section 7. Public Notice of Meetings.

Public notice of Board organizational, regular and special meetings shall be given as provided in OMA.

Section 8. Closed Sessions of the Board.

In accordance with the Open Meetings Act, the Board may meet in closed session for the following purposes upon the affirmative vote, on a roll call vote, of a majority of the Board members voting:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a Board member, employee, staff member or individual agent of the District, if such person requests a closed hearing.
2. To consider the dismissal, suspension, or disciplining of a student, if the student or the student's parent or guardian requests a closed hearing.
3. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either negotiating party requests a closed session.

In accordance with the Open Meeting Act, the Board may meet in closed session for the following purposes upon the affirmative vote, on a roll call vote, of not less than two-thirds of the members of the Board then elected or appointed and serving (*i.e.*, not less than five members of the Board if all seven Board positions are then filled):

1. To consider the purchase or lease of real property, up to the time an option to purchase or lease that property has been obtained.
2. To consult with its attorney(s) regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigation or settlement position of the Board.
3. To consider the specific contents of an application for employment or appointment if the candidate requests that the application remain confidential. Interviews of candidates must take place in open session.
4. To consider material exempt from disclosure or discussion by state or federal statute (including, without limitation, written opinions of legal counsel).
5. To consider security planning to address existing threats or prevent potential threats to the safety of the students and staff.

Section 9. Minutes of Meetings.

A. Open Meetings: Minutes of open meetings of the Board shall be kept, made available and approved as provided by OMA. Minutes shall, at a minimum, include the date, time and place of the meeting; Board members present and absent; decisions made by the Board; roll call votes; a record of other votes; the purpose(s) of a closed session; and corrections to the minutes of a previous meeting.

B. Closed Sessions: A separate set of minutes of a closed session shall be maintained. Closed session minutes shall be provided to Board members confidentially, shall be retained by the Secretary or the Superintendent, and may be destroyed one year and one day after their approval of the Board.

C. Committee Meetings: Minutes of meetings of committees whose function renders them subject to OMA shall be kept, made available and approved in the same manner as for open meetings of the Board.

Section 10. Meeting Procedures.

A. Location. All meetings of the Board or Board Committees shall be held in District facilities.

B. Agenda. The President, in consultation with the Superintendent, shall prepare and publish a written agenda prior to each regular meeting and each special meeting unless otherwise directed by the Board. Individual Board members may include items on the agenda upon the concurrence of the President. The Board shall adopt or amend the agenda at the start of the meeting.

C. Quorum. A majority of the serving members of the Board shall constitute a quorum. A meeting of the Board may not be called to order in the absence of a quorum.

D. Remote Participation.

(1) If a member of the Board is required to miss one or more meetings due to military duty, the Board shall make arrangements, if feasible, to allow such member to participate by conference telephone connection or other electronic voice communication that allows persons participating in the meeting to communicate with each other and persons attending the meeting to hear the comments, including the votes, of the member attending remotely. The notice of a Board meeting at which a member will be participating remotely due to military duty shall include notice of such member's remote participation, and shall provide information about how to contact that member sufficiently in advance of a meeting to provide input on any business that may come before the Board.

(2) Pursuant to state law, between March 31, 2001 and December 31, 2021, a Board member may participate remotely in a Board meeting under the procedures identified in the paragraph above in the following additional instances:

- a. When the Board member is unable to attend the meeting due to a medical condition, including any illness, disease, disability or other health-related condition; or
- b. When the member is unable to attend the meeting, or the Board is unable to meet in public, due to a statewide or local state of emergency or disaster called by the governor or a local official, governing body, or chief administrative officer, that would risk the health or safety of members of the public or Board if the member were to attend or the Board were to meet in person.

(3) After December 31, 2021, and absent a change in state law, remote Board meetings shall not be permitted, and remote participation will be permitted only for the reason identified in subsection (1).

E. Procedure for Board Action. The Board shall take action by way of motions duly offered and approved. No motion shall be acted upon until it has been supported by a second member of the Board.

F. Voting. The vote on motions shall be “yes” or “no,” and will be taken by voice vote or, if required by law or requested by a Board member, by roll call vote. Unless otherwise required by law or these bylaws, the affirmative vote of a majority of the serving Board members is required to exercise the Board’s authority. Following the vote, the President shall announce that the motion either passed or failed, and, if not a unanimous vote, shall announce the number voting “yes” and the number voting “no.” No Board member shall abstain from a vote of the Board absent an identified conflict of interest.

G. Public Attendance at Board Meetings. Any member of the public may attend an open Board meeting. A person shall not be excluded from an open meeting except for a breach of the peace committed at the meeting. Closed sessions of the Board may be attended by members of the Board and any necessary resource persons, such as administrators or legal counsel, designated by the Board. Members of the public may not attend closed sessions unless specifically authorized by the Board.

H. Public Participation at Open Board Meetings. Members of the public may address the Board at open meetings, subject to guidelines to be published by the Board.

I. Rules of Order. To the extent not addressed by these bylaws or the Board’s policies, issues of procedure shall be governed by the current edition of *Robert’s Rules of Order*. The President, or Vice-President in the absence of the President, shall decide all procedural issues, but may be overruled by majority vote of the Board.