

**MEETINGS OF THE BOARD**

**Regular Meetings**

Regularly scheduled meetings of the Yellowstone School Board shall be held monthly on the 3<sup>rd</sup> Monday of the month unless rescheduling is necessary as determined by the Board President. All board meetings shall be properly noticed in accordance with law.

At the beginning of each regular school board meeting, board members must be given the opportunity to participate in a voluntary recitation of the pledge of allegiance.

**Work Sessions and Retreats**

The Board may, from time to time, meet in work sessions, also known as retreats, at a time and place conducive to in-depth discussion of the policies and goals of the District. All such meetings shall be open to the public and subject to the same notice requirements as any other meeting of the Board. No official action may be taken at a work session or retreat.

**Board Meeting Procedures**

All meetings will be conducted in an orderly and businesslike manner, using Robert's Rules of Order as a guide except when such rules are superseded by board policy or state and/or federal law.

All votes of the Board, other than on procedural matters, shall be roll call votes, with the votes of each member being made public at the open meeting. Procedural votes must be recorded roll call votes upon the request of any member of the Board.

At the request of a resident of the District, the District must record a regular or special meeting, archive the recording, and make the recording available to the public. A request must be submitted to the Administrator no later than seven days prior to the meeting. The District shall publish on its website a link to the recording of a board meeting. The recording must be available on the District's website for no fewer than three months from seven days after the meeting. This requirement does not apply to executive sessions nor work sessions held as part of a regular or special meeting.

If the District provides a livestream of a regular or special meeting of the Board, the District must notify the public of the location of the link to access the livestream in the meeting notice.

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Complementing NDSBA Templates (may contain items not adopted by the Board)

- BC-E, Sample Meeting Notice
- BCAA, Board Meeting Agenda and Pre-Meeting Preparation
- BCAD, Executive Session