

Board Meetings

Regular Meetings

Regular meetings of the board shall be conducted in the boardroom at the Hiatt Administration Center unless specified otherwise by the board. The date and time of regular meetings of the board shall be established at the January organizational meeting.

Special Meetings

Special meetings of the board shall be conducted as directed by the president of the board or superintendent of schools. Such requests shall be evidenced by a written notice specifying the date, time and place of the meeting, delivered to each member personally or sent by mail or other means so that each member has at least seventy-two (72) hours notice before the meeting. Special meetings shall be conducted at the Hiatt Administration Center unless stated otherwise in the notice.

Emergency Meetings

Emergency meetings of the board may be called by the board president or superintendent of schools to deal with an emergency involving actual or threatened injury to person or property, or actual threatened disruption of the schools activity under jurisdiction of the board or other good and just cause.

Work Sessions

Work sessions of the board may be conducted by the board upon discretion of the board president or majority vote of the board.

Executive Sessions

Executive sessions may be conducted by the board as directed by the president of the board. Executive sessions may be held only as permitted by law:

Final action on any issue must be taken at a meeting open to the public.

The board may not conduct an executive session during a meeting, except as permitted by law.

Notice of Meetings

1. Public notice of the date, time, and place of any meetings, executive sessions or of any rescheduled or reconvened meetings, shall be given at least seventy-two (72) hours before the meeting. This requirement does not apply to reconvened meetings where announcement of the date, time, and place of the reconvened meeting is made at the original meeting and recorded in the memorandum and minutes, providing there is no change in the agenda.

2. Public notice shall be given by the superintendent of schools or secretary of the board by:
 - a. Posting a copy of the notice at the main entrance of the Hiatt Administration Center boardroom. If the meeting is to be held at a place other than the regular boardroom, then notice will be posted at the Hiatt Administration Center and the building where such meeting is to be held.
 - b. Depositing notice in the United States mail with postage prepaid or by delivering the notice to all news media which file a written request by January 1 of each calendar year for such notices with the school board.
3. Notice of regular meetings need be given only once each year, except that an additional notice shall be given where the date, time or place of a regular meeting or meetings is changed. This shall not apply to executive sessions.
4. If an emergency meeting of the board is called, the time requirements of such notice under this section shall not apply, but:
 - a. News media which have requested notice of meetings must be given same notice as is given to the members of the school board.
 - b. The public must be notified by posting a copy of the notice in accordance with the provisions of this policy.
5. Where a meeting is held pursuant to a procedure established by law and where publication of notice of the meeting is required and has been so given, no notice of the meeting is required or need be given for holding or taking any action at such meeting contemplated by the notice, and the meeting shall be held at the time and place specified in the published notice.

Legal Reference: I.C. 20-26-4-3
I.C. 5-14-1.5-6.1

Board Adopted: August 8, 1994