

ORANGE COUNTY  
BOARD OF EDUCATION

AGENDA ITEM ABSTRACT

Meeting Date: March 19, 2012

AGENDA ITEM No. 12-03-(2)-17

ACTION ITEM: (Y/N) Y

SUBJECT: Board Meetings Policy #2300 Revised – 1<sup>st</sup> Reading Approval

INFO. CONTACT: G. Patrick Rhodes PHONE: 919-732-8126

ATTACHMENTS: 1. Board Meetings Policy #2300.

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**PURPOSE:** The purpose of this agenda item is to provide an opportunity for board members to adopt a new Board Meetings Policy #2300.

**BACKGROUND:** During the March 5, 2012 meeting, board members agreed by consensus to modify the policy on board meetings. In accordance with current board policy #2300, "The Board of Education shall meet on the first and third Monday of each month. The first meeting of the month will begin at 7:00 p.m. in the Boardroom at 200 East King Street, Hillsborough, NC."

The new meeting policy makes the following changes:

1. Establishes a new meeting schedule shifting the meeting dates to the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month.
2. States that a closed session is held prior to the regular meeting (not included in current policy).
3. Provides that the Superintendent will keep on file the schedule of regular meetings with the time and place.
4. Eliminates potential conflicts between the existing policy and other Board policies.

These recommended policy revisions have been reviewed by Attorney Blumberg.

**FINANCIAL IMPACT:** None.

**RECOMMENDATION:** The Superintendent recommends the Board of Education approve a new Board Meetings Policy #2300 for 1<sup>st</sup> Reading Approval.

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~~Rescinds Policy Number: BCBA, BCAC, BCAB~~~~Issued: 02/28/1979, 02/28/1979, 11/20/89~~

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~~The Orange County Board of Education shall meet on the first and third Monday of each month. The first meeting of the month will begin at 7:00 p.m. in the Boardroom at 200 East King Street, Hillsborough, NC. The second meeting of the month will be held in designated schools during the months September through May beginning at 7:00 p.m.~~

~~Additional Board meetings or work sessions will be scheduled as needed. All meetings except closed sessions shall be open to the public and the press. Any item of business remaining on the agenda at 10:00 may be carried over to the next meeting. Board meetings shall not continue past 10:00 p.m. except by majority vote of the Board.~~

~~Special Board meetings may be held upon the call of the chairman or of the Superintendent. No items except those designated in the call of the meeting shall be considered at a special meeting.~~

~~Reasonable notice of special meetings shall be provided to all Board Members, the press, and the public, and in no case shall such notice be less than forty-eight (48) hours.~~

~~Except as otherwise provided by law or by the policies of the board, meetings of the board will be conducted in accordance with Robert's Rules of Order, Newly Revised.~~

~~The chairperson is authorized to entertain and rule on questions concerning parliamentary procedures and to seek counsel of the board attorney when necessary to clarify or construe any relevant procedural provision.~~

~~*The board, as a corporate body, may transact business only at official meetings of the board. An individual board member has no authority to act absent the delegation of authority by the board at an official meeting.*~~

~~*As defined by law, an official meeting of the board includes any meeting, assembly or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business of the public body. A social meeting or other informal assembly or gathering together of the members of a public body does not constitute an official meeting as long as it is not designed to conduct school system business.*~~

#### **A. TYPES OF MEETINGS**

~~*Regular meetings will be held at a predetermined time and place to conduct the business of the board. In addition, the board may hold emergency meetings, work sessions, retreats, public hearings or other special meetings as it deems necessary to act in a timely manner and provide its members and executive staff with the opportunity to have an exchange of ideas and receive input from other staff, parents, students and the community.*~~

##### **1. Regular Meetings**

~~*Regular meetings will be held on the second and fourth Monday night of each month with an open session starting at 7:00 p.m. ( a closed session will be held immediately before the 7:00 p.m. open session) unless altered by the majority of the members of the board. The superintendent shall keep on file the schedule of regular meetings with the time and place. The schedule will be revised only in accordance with legal requirements for notice. Any item of business on the agenda at 10:00 p.m. may be carried over to the next meeting. Board meetings shall not continue past 10:00 p.m., except by a majority vote by the board.*~~

## **2. Special Meetings**

*The board chair or superintendent may call a special meeting in between regular board meetings. The chair shall call a special meeting if the meeting is requested by the majority of the board.*

*Special meetings include:*

### *a. Retreats and Workshops*

*Retreats and workshops are special meetings that may be scheduled in order to give the board more time to deliberate or evaluate issues.*

### *b. Public Hearings*

*Public hearings required by law or deemed advisable will be held to gather information and hear opinions from the community.*

### *c. Other Special Meetings*

*Other special meetings may be scheduled when it is advisable for the board to meet prior to a regularly scheduled meeting.*

## **3. Emergency Meetings**

*An emergency meeting may be called in order to address generally unexpected circumstances that require immediate consideration by the board. The board chair or superintendent may call an emergency meeting. The chair shall call an emergency meeting if the meeting is requested by the majority of the board and the purpose of the meeting complies with law. The purpose of the emergency meeting will be stated, and only the topic for which the meeting was called will be addressed.*

## **B. OPEN MEETINGS LAW COMPLIANCE**

*The board will comply with the open meetings law, including notice of meetings.*

*Legal References: G.S. 143-318.9 et seq.*

*Cross References: Compliance with the Open Meetings Law (policy 2320)*