Genesee Joint School District #282

Board of Trustees **1500**

Board Policy 1500: Board Meetings **Status: ADOPTED**

Original Adopted Date: 07/01/2021 | Last Reviewed Date: 07/01/2021

Meeting Defined

A meeting is defined as the convening of the Board of Trustees to make a decision or to deliberate toward a decision on any matter. A meeting of the Board must have a minimum of 3 board members present. Trustees may participate in school board meetings via electronic means provided at least one (1) member of the Board of Trustees is physically present at the meeting location.

Regular Meetings

Meeting dates, location and times will be scheduled at the annual meeting in January of each calendar year.

Emergency Meetings

In the event of an emergency involving possible personal injury or property damage, immediate financial loss, or the likelihood of injury, damage or loss, the Board may meet immediately and take official action without prior notification when the notice requirements would make such notice impracticable, or increase the likelihood or severity of such injury, damage or loss, and the reason for the emergency is stated at the outset of the meeting.

Budget Meetings

No later than twenty-eight (28) days prior to its annual meeting, the Board shall have prepared a budget, in the form prescribed by the state superintendent of public instruction, and shall hold a public hearing. At such public hearing or at a special meeting held no later than fourteen (14) days after the public hearing, the Board shall adopt a budget for the ensuing year. Notice of the budget hearing shall be posted and published as prescribed in I.C. § 33-402. From the time noticed, a copy of the budget shall be available for public inspection during regular business hours.

Special Meetings

Special meetings may be called by the Chairperson or by any two (2) members of the trustees. If the time and place of special meetings has not been determined at a meeting of the Board with all members present, then written notice of a special meeting, stating the purpose of the meeting, shall be delivered to each trustee not less than twenty-four (24) hours prior to the time of the meeting. Such written notice shall be posted conspicuously at the school district office and at least two (2) or more public buildings within the school district. Business transacted at a special meeting will be limited to that stated in the notice of the meeting.

Executive Sessions

Under Idaho law, upon a two-thirds (2/3's) roll call , 4 members **vote recorded in the minutes of the meeting, the Board may hold an executive session after the Board Chair has expressly identified the specified legal authorization for holding an executive session** and provided sufficient detail to identify the general purpose and topic of the executive session. However, the information provided shall not compromise the purpose of going into an executive session.

An executive session may be held for, and only for, the following purposes:

1. To consider hiring a public officer, employee, staff member or individual agent;
2. To consider the evaluation, dismissal or disciplining of, or to hear complaint or charges brought against, a public officer, employee, staff member or individual agent, or a student;
3. To conduct deliberations regarding labor negotiations;
4. To acquire an interest in real property which is not owned by a public agency;
5. To consider records that are exempt from public disclosure;
6. To consider preliminary negotiations involving matters of trade or commerce in which the Board is in competition with other governing bodies in other states or nations;
7. To communicate with legal counsel and to discuss any legal ramifications and/or legal options for pending litigation or possible legal controversies not yet being litigated. The presence of legal counsel at executive session does not satisfy this requirement; or
8. To communicate with a representative of the District's risk management or insurance provider to discuss a pending claim or prevention of a possible claim to be filed. The presence of risk management or insurance provider at executive session does not satisfy this requirement.

Labor negotiations must be conducted in an open meeting.

Except for making a determination to place a certified professional employee on probation, no final action may be held for the purpose of taking any final action or making any final decisions.

If an executive session only will be held, a twenty-four (24) hour meeting and agenda notice shall include the date, time, place and items to be discussed and include the specific provision of law authorizing the executive session. The board will not change the subject within the executive session to one not identified within the motion to enter executive session or to any topic for which an executive session is not provided.

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Legal References	Description
IC § 33-205	Denial of School Attendance
IC § 33-510	Annual Meetings – Regular Meetings – Board of Trustees
IC § 74-202	Open Public Meetings – Definitions
IC § 74-203	Governing Bodies--Requirement for Open Public Meetings
IC § 74-204	Notice of Meetings
IC § 74-205	Written Minutes of Meetings
IC § 74-206	Executive Sessions – When Authorized
IC § 74-206A	Negotiations in Open Session
Idaho Open Meeting Law Manual	Current edition

Other References	Description

ISBA Policy Services	**https://www.idsba.org/member-services/policy/**

Cross References

Code	Description
1140	Vacancies
4105	Public Participation in Board Meeting
4105-F(1)	Public Participation in Board Meeting - REQUEST TO ADDRESS THE BOARD