

NUMBER:	SB 109
EFFECTIVE:	06/10/1998
REVISION:	01/11/2012
PAGES:	1

Statement of.....

Policy and Responsibility

SUBJECT: BOARD OF EDUCATION MEETINGS

Time of meetings: The regular meetings of the Board shall be held the second Thursday of each month in the Board offices. The regular meeting date or time may be changed by a majority vote at any regular meeting. The Board may hold planning meetings or study sessions as scheduled by the Board.

Special Meetings: Special meetings of the Board may be called by the President or by three members at any time. Only the items of business mentioned in the call can be acted upon at special meetings.

Study Sessions: The board may hold study sessions in conjunction with the regularly scheduled board meeting. The topic selected for the study session may be made by any board member and scheduled by the board president.

Where the Board holds a workshop or executive session on the same day as a regularly scheduled Board meeting, the workshop or executive session must be held at the same location as the regularly scheduled meeting, unless:

- 1) The regularly scheduled meeting is not being held where those meetings are usually held, and the workshop or executive session is held in the usual meeting location; or
- 2) Any of the meetings being held on the same day is a site visit or traveling tour for which appropriate public notice has been given; or
- 3) The workshop or executive session is an electronic meeting and the requirements for holding such a meeting have been satisfied; or
- 4) Because of emergency or extraordinary circumstances, it is not practicable to hold the workshop or executive session at the regular location where Board meetings are held.

All meetings will be held in accordance with the Open and Public Meetings Act (UCA §52-4).

Order of Business: The following order of business shall be followed at regular meetings. Opening and welcome, minutes of previous meetings, consent agenda, financial reports, approval of claims, delegations, report of board members, patron statements, report of staff and adjournment.

Quorum of Board: Three members shall constitute a quorum with power to act. If both the president and vice-president are absent, the members present shall elect a president protem for the meeting.

Board Committee: There shall be no standing committees. Special committees shall be appointed by the president unless otherwise provided.

Voting: The “yeas” and “nays” may be called on any question or motion, and if any member requests, the vote shall be entered in the minutes.