

OLDHAM COUNTY BOARD OF EDUCATION POLICY

MEETINGS OF THE BOARD

1020

References: KRS 160.270, 61.805, 61.810, 61.815, 61.840

1020.01 Regular Meetings

The Board shall annual approve a schedule of regular meetings, which shall include at least one regular meeting per month.

1020.02 Special Meetings

Special meetings may be called by the Chairman. On request of three members of the Board, the secretary shall call a special meeting. Each member of the Board shall have timely notice of each meeting and the nature, object and purpose for which it is called.

1020.03 Minutes

The secretary shall be present at the meetings of the Board and shall record in a book provided for that purpose all its official proceedings which shall be a public record open to inspection.

1020.04 Meetings Open to the Public

The meetings of the Board at which any public business is discussed or at which any action is taken by the Board are declared to be public meetings, open to the public at all times, except for the following:

- a. Deliberations on future acquisitions or sale of real property by the Board, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by the Board;
- b. Discussion of proposed or pending litigation against or on behalf of the Board;
- c. Discussions or hearings which might lead to the appointment, discipline or dismissal of an individual employee, or student without restricting that individual's right to a public hearing if requested, provided that this exception shall not be interpreted to permit discussion of general personnel matters in secret;
- d. and any other exception as listed in KRS 61.810.

1020.041 Requirements for conducting closed sessions shall be as follows:

- a. Notice shall be given in regular open meetings of the general nature of the business to be discussed in closed session, the reason for the closed session, and the specific provision of KRS 61.810 authorizing the closed session;
- b. Closed sessions may be held only after a motion is made and carried by a majority vote in open, public session;
- c. No final action may be taken at a closed session; and
- d. No matters may be discussed at a closed session other than those publicly announced prior to convening the closed session.

Activities described above in 1020.04 (b) and (c) (as (c) relates to students) are exempt from the requirement of 1020.041.

1020.05 Quorum

A majority of the Board (3) shall constitute a quorum for the transaction of business, but a concurring vote by a majority of the Board (3), the number of Board members in the quorum notwithstanding, shall be necessary to take any particular action unless otherwise specified by statute.

1020.06 Appearing before the Board

Any person or group desiring to appear before the Board is subject to the following:

1. Appearance - The Board will designate a portion of its end of month regular meeting to hear public comment concerning matters within the Board's authority. Mid-month meetings, which are work sessions, and special-called meetings will not normally include Public Expression on the agenda. To ensure an orderly meeting, the Board Chair may set

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- an overall time limit for public comment depending on the number of speakers who have signed-up to speak.
2. Types of matters to come before the Board in general should be policy matters or specific matters governed by the Board; rather than administrative, or matters required by statute.
 3. All persons wishing to speak during Public Expression must register prior to Public Expression. Registration is an acknowledgement that the speaker is familiar with and will be bound by the Public Expression policy.
 4. Materials intended for consideration by the members should be left with the secretary at the time of registration. No materials are to be distributed directly to Board members or to others in attendance at the meeting.
 5. Any group appearing before the Board shall select a spokesperson who shall address the Board. Other members of the group may do so with the permission of the Chairman. Persons who have signed up to speak may decline to speak when their name is called but individuals may not yield their allotted time to other registered speakers.
 6. Presentation shall be limited to three minutes unless otherwise indicated by the Chairman in order to maintain the order of the meeting.
 7. The Board encourages interested persons to address concerns in an appropriate manner, to the Board. Presentations to the Board are expected to be courteous, civil and respectful. The Board will address speakers using the same standard of behavior. The Board reserves the right to limit or terminate discussion on any subject introduced by an individual or group in order to maintain order. Direct personal insults toward any employee, board member, or audience member will not be permitted.
 8. Although Public Expression is not a question and answer session, the Board reserves the right to provide a response from any Board member or Superintendent following a speaker's presentation or at the conclusion of Public Expression.
 9. The Board does not have authority over personnel decisions for any employee other than the superintendent. Positive or negative feedback regarding individual staff members should be directed to the staff member or his or her immediate supervisor. Since no individual Board member may act on behalf of the Board, concerns about action of the Board should be directed to the Board as a whole.

1020.07 Video Conferences

The Board may conduct its meeting by video teleconference (including closed sessions). Notice of a video teleconference shall comply with the requirements of KRS 61.820. In addition, the notice shall clearly state that the meeting will be a video teleconference and precisely identify the primary location of the video teleconference where all members can be seen and heard and the public may attend in accordance with KRS 61.840. The same procedures with regard to participation, distribution of materials and other matters shall apply in all video teleconference of the Board should be directed to the Board as a whole.