

SCHOOL BOARD MEETINGS

Code **BE** Issued **8/14**

Purpose: To establish the basic structure for the conduct of board meetings.

All board meetings will be conducted in accordance with the South Carolina Freedom of Information Act. All board meetings, except for periods in which the board is in executive sessions, are open to the public.

Annual Meeting

The board holds its annual organizational meeting in March. The board swears in new members, elects officers, and swears in those officers at the annual meeting.

Regular Board Meetings

The board holds its regular meeting of the board at the central administrative offices on the second Tuesday of each month. The regularly scheduled time will be 6:00 p.m. There is no meeting held in July. The March, April, and May meetings are held at school sites with approval of the board.

In unusual circumstances, the board may change the time and place of the regular meeting, or any regular meeting, upon a majority vote of the board.

Work Sessions

From time to time the board may meet in work sessions. The purpose of these sessions will be for the board to have opportunities for planning and discussion without formal action. Topics for discussion will be announced publicly and sessions will be conducted in accordance with state law.

Special Meetings

The board as a whole, the chairman of the board or a majority of members of the board may call a special meeting of the full board. The superintendent should give at least 24 hours notice to all members of the board and the public except when emergency conditions make such notice impossible. The board will not transact any business other than that which is stated in the notice.

Public Hearings

The board may conduct public hearings from time to time in order for the public to express their views regarding a specific issue. The board will conduct such meetings in an orderly manner in accordance with board policy and regulation (see policy BEE).

Parliamentary Procedure

The latest edition of Robert's Rules of Order will govern all matters not covered by the rules of the board.

Adopted 7/1/75; Revised 8/13/91, 8/10/04, 8/12/08, 8/12/14

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Legal references:

- A. S.C. Code, 1976, as amended:
 - 1. Sections 30-4-10 through 30-4-110 - South Carolina Freedom of Information Act.
 - 2. Section 59-1-340 - Meetings of boards of trustees and boards of education.
 - 3. Section 59-19-90(4) - Calling meetings of electors for consultations.
 - 4. Section 59-19-110 - Board rule-making power includes right to conduct any hearing.