

The board affirms the public policy of this State that hearings, deliberations and actions of public bodies be conducted openly.

APPLICABILITY

All “public bodies” holding official meetings must comply with the requirements of the open meetings law in Article 33C of Chapter 143 of the General Statutes. The term “public bodies” includes the board, any committees of the board, school improvement teams and, as defined by law, any other committee of two or more members that exercises or is authorized to exercise a legislative, policy-making, quasi-judicial, administrative or advisory function, unless the committee or group is solely comprised of professional staff.

COMPLIANCE

As secretary to the board, the superintendent will provide required notice and record and maintain minutes of all official meetings of the board or committees appointed by the board. The principal or the principal’s designee will be responsible for compliance with the open meetings law by school improvement teams or any other public bodies at the school level. The superintendent or designee will make copies of the open meetings law available to any public bodies associated with the school district. The board and other public bodies of the school district are encouraged to consult the local board attorney in accordance with policy 2610, Board Attorney, to obtain advice on complying with the legal requirements of the open meetings law.

Notice

Notice will be given in accordance with law for all regularly scheduled meetings, emergency meetings, and any other meetings, such as public hearings, work sessions, electronic meetings or retreats.

Minutes

For all official meetings, whether held in open or closed session, minutes will be recorded and maintained in accordance with all legal requirements.

Closed Sessions

A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the

name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

Legal References: G.S. 143-318.9, .10 to .13, .16B, G.S. 318.11(c)

Cross References: Board Attorney (policy 2610)

Adopted: August 28, 2000

Revised: November 23, 2009