

204.3 Special Board Meetings

Policy

The School Act permits the calling of Special Meetings of the Board. The Board believes that Special Meetings should be called only when the business to be transacted cannot be delayed until the next Regular Meeting of the Board. The Board directs that Special Meetings be called and convened in accordance with the following regulations.

Regulations

1. Special Meetings shall be called in accordance with the provisions of the *School Act*.
 - 1.1. Waiver of notice under section 67(4) of the Act shall be in writing.
2. Special Meetings shall be open to the public.
 - 2.1. The Board may hold a portion of a Special Meeting “in camera”.
3. Notice of a Special Meeting and, where possible, the agenda for Special Meetings shall be provided to
 - 3.1. school principals,
 - 3.2. the chair of each School Council, and
 - 3.3. local media outlets.
4. Minutes in the prescribed form shall be kept for all Special Board Meetings.
5. Board Highlights shall be prepared and circulated following each Special Meeting.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Alberta School Act: Sections 66, 68, 70, 71, 72, 73, 74

District Policies: 204.3 Special Board Meetings, 204.6 Organizational Meetings, 204.4 In Camera Meetings, 204.10 Board Meeting Agendas, 204.9 Board Meeting Procedures, 204.12 Board Meeting Minutes