



# LETHBRIDGE SCHOOL DISTRICT NO. 51

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Approved: October 22, 1997  
Amended: January 12, 2010  
Amended: December 20, 2016

## **204.2 Regular Board Meetings**

### **Policy**

The School Act permits the Board to hold as many Regular Meetings as it considers necessary. It also requires that the dates of these meetings be made public. The Board directs that Regular Meetings be scheduled and convened in accordance with the following regulations.

### **Regulations**

1. Regular Meetings shall be held according to a schedule approved annually by the Board.
2. The schedule of Regular Meetings shall be
  - 2.1. provided to all school principals, the chair of each School Council, local media outlets, members of the public upon request, and
  - 2.2. posted on the District website.
3. Regular Meetings shall be open to the public and shall normally be held
  - 3.1. once each month, with the exception of July and August when there will be no Regular Meeting,
  - 3.2. on Tuesday afternoons, and
  - 3.3. beginning at 3:30 PM.
4. The Board may, by resolution, decide to hold a portion of a Regular Meeting “in camera”.
5. A Public Forum shall be scheduled for 4:30 PM for the purpose of allowing individuals to address the Board unannounced.
  - 5.1. Each individual shall be required to identify himself/herself.
  - 5.2. Comments shall be limited to a maximum of five (5) minutes and subject to the authority of the Chair.
  - 5.3. Trustees shall be permitted to ask questions of clarification.
6. Delegations and presentations to the Board shall be allowed.
  - 6.1. Delegations and presentations shall normally be limited to a maximum of fifteen (15) minutes.

Policy



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### **204.2 Regular Board Meetings, cont'd**

7. Minutes of the prescribed form shall be kept for all Regular Meetings of the Board.
8. Board *Highlights* shall be prepared and circulated for each Regular 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 Board Meetings, 204.10 Board Meeting Agendas, 204.9 Board Meeting Procedures, 204.12 Board Meeting Minutes