

204.4 In Camera Board Meetings

Policy

The Education Act permits the Board to hold a meeting or portion of a meeting “in camera” (in private) and, by resolution, exclude any person from that meeting or portion of the meeting. The Board believes that In Camera Meetings should be limited to discussion of issues of a sensitive or confidential nature. The Board directs that In Camera Meetings of the Board be held in accordance with the following.

Regulations

1. The Board may, by resolution,
 - 1.1. schedule an In Camera Meeting at a time and place agreeable to the Board, or
 - 1.2. recess a meeting in progress for the purpose of meeting in camera.
2. Without restricting the right of the Board to meet in camera on any issue, In Camera Meetings shall normally be limited to matters related to:
 - 2.1. individual trustees, employees, or students;
 - 2.2. collective bargaining;
 - 2.3. legal actions involving the Board, and
 - 2.4. contract negotiations related to items such as the sale or purchase of real estate, goods or services.
3. Unless otherwise specified in the resolution, attendance at an In Camera Meeting shall be limited to:
 - 3.1. members of the Board, and
 - 3.2. the Superintendent; Associate Superintendent, Human Resources; Associate Superintendent, Instructional Services; and Associate Superintendent, Business and Operations.
4. Agendas shall be prepared and distributed for scheduled In Camera Meetings.
 - 4.1. Agendas and background/briefing information shall be confidential and provided only to Trustees, the Superintendent; Associate Superintendent, Human Resources; Associate Superintendent, Instructional Services; and Associate Superintendent, Business and Operations.

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5. In Camera Meetings shall be strictly confidential.
 - 5.1. Discussion and debate shall not be repeated outside the meeting.
6. Minutes in the prescribed form shall be kept for all In Camera Meetings of the Board.

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

References

Alberta Education Act:	Sections 64
Division Policies:	204.2 Regular Board Meetings, 204.3 Special Board Meetings, 204.6 Organizational Meetings, 204.10 Board Meeting Agendas, 204.9 Board Meeting Procedures, 204.12 Board Meeting Minute