

Board Policy

The Board of Trustees of Shelley Joint School District No. 60 will conduct the business of the district in regular or special meetings of the Board. However, should an emergency occur requiring immediate action, the Board shall be empowered to act.

Suggested Implementation Guidelines

The following apply:

1. Definitions:

- a) Emergency – a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage, or loss, when the notice requirements of the Open Meeting Law would make such notice impracticable, or increase the likelihood or severity of such injury, damage, or loss.

2. The Chairman of the Board of Trustees and/or his/her representative shall visit with the Superintendent, or in case of his/her absence from the District, the Administrator in charge.

- a) Collectively they shall determine if the item meets the “Emergency” definition above.

- 1) If not, a decision will be made and implemented by the Superintendent, Board Chairman, or both subject to review at the next regular or special meeting of the Board.

2) If it meets the definition criteria, those involved may:

- a. Call for an emergency meeting of the Board at the earliest possible time.
- b. Announce the emergency meeting and state “the reason for the emergency” at the onset of the meeting along with the reasons as required to waive the twenty-four (24) hour requirement.
- c. Hold the emergency meeting with a majority quorum, or
- d. Hold the meeting by telephone confirming with at least three (3) Board Members.

3) Once the decision has been made and passed by the majority vote of those in attendance, including the Board Chairman and administrative assignments made, the meeting shall be adjourned.

4) Minutes of the meeting shall be taken including,

- a. Reason for the emergency meeting,
- b. Names of Board members present or participating,
- c. All motions and assignments made to deal with the emergency and results of votes cast,
- d. Time meeting commenced and adjourned.

Policy Number 204.21

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Date of Adoption Unknown

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- 5) Minutes shall appear as a consent calendar agenda item at the next regular scheduled meeting.

Revised: August 24, 2000