

**MEETINGS**

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the **School** Board are conducted for the purpose of accomplishing district business. A meeting of the **School** Board shall consist of any gathering of the members of the **School** Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. **All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed.**

*(cf. 9321 Executive Sessions)*

Reasonable public notice shall be given for all meetings of the **School** Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

*(cf. 9012 - Communications To and From the Board)*

*(cf. 9322 - Agenda/Meeting Materials)*

*(cf. 9323 - **Conduct of Meetings** Meeting Conduct)*

**Regular Meetings of the Board**

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

(A) The Board shall hold its **regular official meetings on the second Thursday of each month, unless circumstances dictate another day, or as specified below each month. Unless changed by the Board, regular meetings shall be held at p.m. at . Length of the meeting will depend on the agenda adopted by the Board. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.**

(B) Public notice of Board meetings shall be posted at the Central Office of the District in King Salmon, Alaska, and at each site at least one week prior to each meeting. The notice shall include the date, time, and place of the meeting is by teleconference, the location of any teleconferencing facilities that will be used.

All communication media including, but not limited to, newspapers, radio, and mail shall be used to keep the public informed beyond the minimal requirements expressed herein.

(C) The Board shall conduct the business of its regular meetings in general accordance with the following agenda format:

The Lake and Peninsula School District  
Agenda

~~The Vision of the Lake and Peninsula School District is to develop productive citizens who are positive role models, self-directed learners, college and/or career ready, and resilient.~~

Vision: We grow self-directed, life-long learners who are grounded in their culture & contribute to their communities.

Mission: We will nourish student growth by investing in partnerships & implementing culturally responsive, place-based education.

**Regular Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Introduction of Visitors
5. Ordering of Agenda
6. Approval of Consent Agenda Items
  - a. Previous Minutes
  - b. Check Registers
7. Communications
  - a. Site Reports
  - b. LSAC Minutes
  - c. Correspondence
  - d. Public Comments
8. Delegations
  - a. Lake and Peninsula Borough
  - b. LSAC Member
  - c. Student Representative
9. Reports
  - a. School Board Committee Reports
  - b. Superintendent Report
  - c. Facilities Report
  - d. Curriculum Report
  - e. Technology Report
  - f. Activities Report
  - g. Financial Report
  - h. Special Education Report
  - i. Assessment Report
  - j. Early Childhood Education Report
  - k. Counseling Report
  - l. BBRCTE Report
  - m. Personnel Report
  - n. Shining Stars
  - o. Other
10. Unfinished Business

11. Executive Session
12. New Business
13. Personnel
14. Miscellaneous
15. Future Agenda Items and Meeting Date
16. Good of the Order
17. Adjournment

## Special Meetings

Special meetings of the Board may be called by the President presiding officer or by petition of a majority of the Board members of the Board as circumstances may demand.

Except in the case of an emergency, notice of any special meetings shall be given to each Board member in writing or by confirmed telephone or radio message, or in person at least one week preceding the meeting time, except if such notice may not be possible due to circumstances beyond control, provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

Within the limits of its ability to do so, the Board will give public notice of a special Board meeting through facilities available to it. Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

## Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

## Teleconferences

Recognizing the inherent responsibility and statutory duties of School Board members, the School Board strongly encourages Board members to attend and participate at meetings of the School Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The School Board also authorizes the use of teleconferences for School Board meetings when receiving public comment or testimony, and during School Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the School Board meeting.

*Legal Reference:*  
ALASKA STATUTES  
*14.08.091 Administration*  
*14.14.070 Organization of school board*  
*14.14.080 Declaring a school board vacancy*  
*29.20.020 Meetings public*  
*44.62.310 Agency meetings public*  
*44.62.312 State policy regarding meetings*

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