

Welcome

The Huron City Board of Education encourages and appreciates the attendance of parents, students, staff members, and other interested citizens at meetings of the Board. Decisions of your Board affect our children's education and future, and in the long run, the well being of the community. Thank you for coming to this meeting.

The Board of Education

The Board of Education is a policy-making body and, within the framework of State law, exercises complete control over the educational and financial affairs of the school district. Among its numerous duties, the board adopts an annual budget and approves all expenditures; employs personnel; hires and evaluates a Superintendent and Treasurer of Schools; approves curriculum, textbooks and courses of study; and makes decisions on building plans.

Qualified voters who reside within the Huron City School District elect the Board of Education. The Board is made up of five members; each elected for a four-year term. These terms are staggered to ensure that there will always be experienced individuals serving on the Board. Board members elect a president and vice president for one-year terms at their Organizational meeting in January. The regular meeting dates for the remainder of the year are also set at the Organizational Meeting.

Superintendent of Schools

The superintendent is appointed by the Board as its chief administrative officer. The Board delegates to the superintendent the authority, and charges him with the responsibility, to implement its policies; to establish necessary procedures and regulations to carry out its policies; and conduct the active administration of the schools and the educational program. The superintendent also acts as advisor to the Board and keeps Board members informed of the needs and progress of the schools.

Board Meetings

Regular and special meetings of the Board of Education are open to the public and the news media. The Board of Education can act officially only at a public meeting when there are three or more members present. No member of the Board has the authority to act in the name of the Board outside of a legally constituted meeting.

The Board of Education may recess a regular or special meeting to meet privately in executive session to discuss only those matters permitted by (Sunshine Law) statute. No official action may be taken in executive session.

The Order of Business

The order of business for all official meetings of the Board of Education shall be as follows:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
4. Audience/Community Participation
5. Correspondence
6. Treasurer's Reports
7. Superintendents Reports
8. Treasurer's Recommendations
9. Superintendent's Recommendations
10. Questions to Clarify Board Action
11. Anticipated Recommendations or any other regular business
12. Announcement of next Board Meeting
13. Executive Session

14. Regular Session
15. Adjournment

Audience/Community Participation

All regular and special meetings of the Board shall be open to the public. Because the Board recognizes the right of citizens to be heard and wishes to hear their views on issues that affect their schools, the Board shall provide an opportunity for citizens to address the Board at its meetings.

Citizens wishing to address the Board shall be recognized by the President of the Board. The President shall determine the time frame and manner for topic discussion. Groups wishing to make presentations to the Board are requested to designate one of their members as official spokesperson; though other members may also speak with the Board's permission. **Citizens wishing to address the Board should make every attempt to communicate with the Superintendent of Schools prior to the meeting in order to ensure discussion placement on the agenda.**

Presentation before the Board

The President of the Board will recognize persons requesting to be heard. If the topic to be discussed is not on the Board agenda, it will be discussed under miscellaneous. If the topic is on the agenda, members of the audience may request time to speak following the introduction of the topic by a member of the Board. Individuals wishing to speak are asked to adhere to the following procedures:

1. Individuals must be recognized by the President of the Board of Education.
2. The speaker is asked to state name and address. Remarks must be addressed to the Board as a group.
3. It shall be in order for Board members to ask the speaker questions or to make comments in order to clarify the discussion.
4. Generally speaking, individuals will be recognized to speak once on a given topic.
5. Specific time limits will be imposed by the Board President, but will vary depending on the nature of the topic and the number of speakers.

Questions and Concern

Questions regarding individual students should usually be taken up initially with the teacher involved, and later, if necessary, with the principal or administrator who is closest to the situation. If still further discussion seems necessary, the questions can be referred to the Superintendent who may consider the matter himself or assign a staff member to resolve it.

The procedure has been effective for most people because it secures for the questioner a direct response and, at the same time, frees the Board to consider the matters that affect the entire district. It is the posture of the Board to give first consideration to the good of all children in the schools and the total educational program when evaluating request, complaints or suggestions.

The Sunshine Law

The Sunshine Law has again been amended with an effective date of June 29, 1988. The legislation which modified the Sunshine Law is Amended Substitute Senate Bill #150. This statutory amendment contains several significant items. First, it requires that an executive session may be held only upon a roll call vote. Second, the motion to go into executive session must state which

one or more of the approved reasons listed in the statute are the purposes for which the executive session is to be held. The statute provides that the motion need not include the name of any person to be considered at the executive session. Third, any person may bring an action to enforce the statute, and the new amendment provides for injunctive relief and attorney's fees, plus a civil forfeiture of \$100. Should the Court determine that the action seeking to enforce the Sunshine Law was frivolous, it may award costs and attorney's fees to the public body.



The reasons for an executive session are outlined as follows: (1) to Consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official license, or regulated individual. The motion and vote to hold an executive session shall state which one or more of the approved purposes previously listed are the purposes for which the executive session is to be held, but need to include the name of any person to be considered at the meeting; (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest; (3) Conferences with an attorney for the public body concerning disputes involving the public body that is subject to pending or imminent court action (4) Preparing for, conducting, or reviewing negotiations or bargaining session with public employees concerning their compensation or other terms and conditions of their employment; (5) Matters required to be kept confidential by federal law, rules, or state statutes; (6) Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoiding prosecution for a violation of the law; and (7) Conferences called by a member of the Office of the ;State Auditor or the appointed certified public accountant for the purposes of an audit. If a public body holds an executive session to consider any of the matters listed in numbers 2 through 6 above, the motion and vote to hold that executive session shall state which one or more of the approved matters listed in these sections are to be considered the executive session.

Board Liaison Committees

The Huron City School Board may authorize the establishment of liaison committees from among its membership, as it finds necessary to study operations in specific areas and to make recommendations for Board action. The following rules will govern the appointment and function of Board liaison committees: (1) the liaison committee shall be established through action of the Board. (2) The chairperson will be named by the Board president. (3) The chairperson may make recommendations for Board action, but may not act for the Board unless specifically authorized. (4) All liaison appointments will be for no longer than the ensuing annual organizational meeting, at which time the newly elected president will have the privilege of making new appointments or reappointment. However, a liaison committee may be dissolved at any time by a vote of the Board. (5) The Sunshine Law-- and its exceptions--apply to both Board meetings at which a majority of the Board members are present.