

Series 9000 - Bylaws of the Board

3. Methods of Operation

B. Meetings

(3) Public and Executive Sessions

Public Meetings

All meetings of the Board (regular, special, emergency and subcommittee) shall be open to the public with the exception of executive sessions. A meeting is defined as a hearing or other proceeding of the Board, any convening or assembly of a quorum of the Board, and any communication involving a quorum of the Board, whether in person or by means of electronic equipment. Communications among a quorum of members convening on electronically linked personal computers or by telephone conference call are subject to the Freedom of Information Act.

A chance or social meeting, a caucus, a meeting of a personnel search committee for executive level employment candidates, or a discussion of strategy or negotiations with respect to collective bargaining are not defined as “meetings” under the Freedom of Information Act.

Executive Sessions

The public may be excluded from meetings of the Board which are declared to be executive sessions upon a two-thirds vote of the members present while in public meeting. An executive session may be called for the following reasons:

- Discussion concerning the employment, appointment, performance, evaluation, health or dismissal of an employee, provided that such individual may require that discussion be held at a public meeting.
- Student expulsion hearings.
- Strategy and negotiations with respect to pending claims and litigation that the Board, or member of the Board, is party.
- Matters concerning security strategy or deployment of security personnel, or devices affecting public security.
- Discussion of the selection of a site or the lease, sale or purchase of real estate until such time as all property has been acquired or all proceedings or transactions concerning the same have been terminated or abandoned.
- Discussion of any matter which would result in the disclosure of public records or the information contained therein as described in subsection (b) of Section 1-210 of the Connecticut General Statutes.

The motion to go into executive session shall identify the persons, in addition to the Board, who shall be invited to be in attendance in the executive session. The persons invited into executive session shall be limited to persons needed to present testimony or opinion pertinent to matters before the Board and attendance shall be limited to the time period for which their presence is necessary. The Board must keep minutes of special meetings that include executive sessions, which shall follow guidelines established in Bylaw #9326 for meeting minutes and shall not detail matters discussed during executive session.

Legal Reference: Connecticut General Statutes
1-21 Meetings of government agencies to be public
1-18a Definitions
1-19 Access to public records
1-21 Meetings of government agencies to be public
1-21a Recording, broadcasting or photographing meetings
1-21b Smoking prohibited in certain places
1-21i Denial of access to public records or meetings
1-21g Executive session

Bylaw adopted by the Board: December 2, 1997
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SUFFIELD PUBLIC SCHOOLS
Suffield, Connecticut