BOARD MEETINGS

The Board shall transact all business of the Board in official meetings. The President shall start all meetings promptly at the appointed hour.

The Board shall hold an annual meeting at its first regular meeting in October, or the first Monday of October in a Board election year. Notice of this meeting will be provided at least seven (7) days in advance. At this meeting the Board shall elect its President and Vice-President to serve for a term of one year. The Superintendent shall serve as the Secretary to the Board.

All meetings may be held at such time and place as the duties and business of the Board may require. The rules generally adopted by deliberative bodies for their government shall be observed by the Board. No motion or resolution shall be declared adopted without the concurrence of the majority of the whole Board.

REGULAR MEETINGS

The Board shall hold regular monthly meetings at a time, date, and place determined by the Board. Such monthly meetings shall be open to the public, and at these meetings the Board shall transact such business as shall be properly brought before it. An agenda shall be prepared by the Superintendent with the advice of the President.

SPECIAL MEETINGS

The Board may hold special meetings when required upon the call of the President or the Superintendent. A notice of the time and the purpose for which the meeting is called shall be given each member in advance of all special meetings.

EXECUTIVE SESSIONS

The Board may vote to retire to executive session to discuss the good name and character of an individual or when an executive session is otherwise authorized by law. Only members of the Board, the Superintendent, other persons authorized or required by law and, except as otherwise prohibited by law, other persons designated by the Board whose presence is necessary to adequately inform the Board concerning the matter shall attend such sessions. All discussions shall be treated confidentially by all in attendance and no minutes shall be taken. If a formal vote on the disposition of a matter is necessary, said vote must be taken in an open meeting. In considering and/or conducting an executive session, the Board will adhere to the provisions of the Alabama Open Meetings Act (Act #2005-40).
WORK SESSIONS

Periodically, the Board may deem it necessary or desirable to convene work sessions. These meetings shall be open to the public.

NOTIFICATION

The Board requires that notification of all meetings of the Board, except emergency meetings, be given at least twenty-four (24) hours prior to the scheduled time for the meeting. Notice of all meetings, when possible, shall be given to all local newspapers in the manner and containing the information required by law.

Where practicable, direct notification of meetings of the Board shall be provided to registering members of the press and public. The notice shall be provided upon payment of an annual fee reflecting the cost of issuing notices. Notices shall be provided by electronic mail or by United States Mail where electronic mail is unavailable. The Superintendent may establish procedures to carry out this policy.


REVISED: December 13, 2005