

School District 54

(Bulkley Valley)

BOARD MEETINGS

1.120

POLICY

The Board of Education shall be duly constituted and conduct its business following Robert's Rules of Order in one of two meeting formats, as follows:

1. Regular Meetings of the Board
2. Special Meetings of the Board

VALUES

In its consideration of this policy, the Board of education has been guided by its responsibility and respect for a fair, open and transparent governance process.

PROCEDURAL RULES

All meetings of the Board shall be subject to the rules of procedure identified in Policy 1.130 Rules of Procedure. Additionally, regular meetings of the Board shall:

1. Provide the forum for the vast majority of board business.
2. As a matter of normal practice, convene at 5:30 PM on the fourth Thursday of each month; though, the Board may elect to change the times as required. The Board should make every attempt to provide as much notice of time, date or venue changes.
3. The Board may elect to hold board meetings electronically as required.
4. Convene once in Houston and Witsset each year.
5. Be open to the public except when a majority of trustees present resolve to *move in-camera*.
6. Follow a prescribed agenda format which shall be electronically distributed to trustees, along with supporting documentation, on the Friday prior to the meeting and made available to the public and stakeholders not later than 24 hours prior to the scheduled start of a meeting.
7. Terminate not later than 11:00 PM unless 2/3 of the trustees present resolve to extend that deadline and, in any case, shall terminate not later than 11:30 PM.
8. Not be duly constituted if quorum is not achieved within 30 minutes of scheduled start time of the meeting.

Special meetings of the Board shall be subject to the rules of procedure identified in Policy 1.130 Rules of Procedure and shall be:

1. Called by the Chairperson, or upon the written agreement of a majority of trustees holding office at the time, for urgent business. A minimum of 48 hours notice in writing specifying the business to be considered at such special meeting must be provided to trustees and stakeholders.
2. Otherwise, subject to the rules of regular meetings as described above.

Amended: April 28, 2026
Amended: February 25, 2025
Amended: March 17, 2015
Amended: January 19, 2010
Amended: March 30, 2006
Amended: January 18, 2000
Adopted: April 17, 1990