

## **ORGANIZATION, PHILOSOPHY AND GOALS**

## **Policy 0430**

### **Meetings**

#### **Executive Sessions**

The Board reserves the right, as provided by law, to close meetings, records and votes as they relate to the matters below. All discussion and action by the Board in executive session must be related to the reasons set forth in the motion to enter executive session. The minutes of the executive session shall be recorded and maintained in a separate, confidential minute book. (See Policy 0420 – Minutes.)

#### **Legal Matters**

Litigation including privileged communications between the Board, its representatives, and its attorneys. Upon completion of the litigation or upon the execution of a settlement agreement, the vote, minutes, and settlement agreement will be made public unless subject to a court order closing the record.

#### **Real Estate Matters**

The lease, purchase or sale of real estate where public knowledge of the details of the proposed acquisition might adversely affect the District's interests. Any vote or public record approving such a contract shall become available to the public upon execution of the contract.

#### **Personnel Matters**

Actions related to the hiring, firing, disciplining or promotion of a District employee when the performance or individual merits of this employee is considered. Any vote on a final decision to hire, fire, promote or discipline will be available to the public within seventy-two (72) hours of the close of the meeting, except that good faith efforts will be made to notify the affected employee prior to the information becoming publicly available. Disclosure of Board action on such personnel matters will include notice of how each Board member voted on the proposition.

#### **Student Matters**

Scholastic probation, expulsion, discipline, or graduation of identifiable persons, including records of individual test or examination scores subject to the provisions of the Board's student records policy and regulations.

#### **Employee Negotiations**

Preparations for negotiations with employees and employee representatives, including any work product of the Board.

**Software Codes**

**Test Matters**

Testing and examination materials before the test or examination is given and until use of the test is discontinued.

**Bidding Matters**

Competitive bidding specifications, until officially approved or published for bids. Sealed bids, until the earlier of the time all are opened or all are accepted or rejected.

**Personnel Records**

Individually identifiable personnel records, performance ratings or records related to employees or applicants for employment. However, the public will have access to the names, positions, salaries, and length of service of employees of the District.

**Communications with District Auditor**

Confidential and privileged communication between the Board and its auditor, including all auditor's work product. However, final audit reports issued by the auditor will be open.

**Security Systems**

Information provided to the District by outside consultants relating to the security of District facilities. However, expenditures of public funds for the purchase of security systems are considered to be open public records.

Notwithstanding the provisions of this section, consultant reports involving open records matters which were prepared for the District are deemed to be open records.