

EXECUTIVE SESSIONS

All meetings of the School Committee are open to attendance by the public and media representatives. However, the School Committee has the right to convene in a closed executive session when it meets the following procedural conditions imposed by state law:

1. The School Committee will first convene in open session for which due notice has been given.
2. The Chairperson (or, in his/her absence, the presiding member) will state the purpose for the executive session.
3. A majority of the members must vote to enter the executive session, with the vote taken by roll-call and recorded in the official minutes.
4. The Chairperson or presiding member will state before entering the executive session whether the School Committee will reconvene in open session after the executive session.

The law puts specific limitations on the purposes for which executive sessions may be convened. The School Committee may enter executive sessions only to deliberate:

1. The reputation, character, physical condition or mental health, rather than the professional competence of an individual.
2. The discipline or dismissal, including the hearing of charges against, a member of the School Committee, a school department employee or student, or other individual.
3. Strategy with respect to collective bargaining or litigation, if an open meeting might have a detrimental effect. Conduct collective bargaining or contract negotiations with nonunion personnel.
4. The deployment of security personnel or devices.
5. Allegations of criminal misconduct or to discuss the filing of criminal complaints.
6. Transactions of real estate, if an open meeting might be detrimental to the negotiating position of the School Committee or another party.

7. To comply with the provisions of any general or special law or federal grant-in-aid requirements.
8. To consider and interview applicants for employment. (The only position that the School Committee would be involved in would be for the position of Superintendent, Director of Special Education, Business Manager and Nurse). This exemption only applies if it can be determined that an open meeting will have a detrimental effect in obtaining qualified applicants.

(In the first two cases listed, an open meeting will be held if the individual involved so requests.)

Accurate records of the proceedings conducted in executive session will be kept and may remain secret only so long as their publication would defeat the purpose of the session. The School Committee may review executive session minutes for possible declassification.

All votes taken in executive session will be recorded roll-call votes, and will become part of the minutes of executive sessions.

LEGAL REFS.: M.G.L. 39:23A; 39:23B

Revised February 7, 2005

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