



Boulder Valley School District
File: BDDG

Minutes

REGULAR AND SPECIAL MEETINGS

Complete and accurate minutes of all regular and special meetings shall be kept by the Board Secretary. The minutes shall constitute the official record of the proceedings of each meeting and shall be made available for public inspection in the Superintendent's office during regular office hours.

A preliminary copy of the minutes shall be made available to Board members as soon as practicable after each meeting.

Formal consideration for approval of minutes shall be placed on the agenda of regular Board meetings only. Presented for approval will be the minutes of the preceding regular meeting, as well as the minutes of any other Board meetings held in the interval between the preceding and the present regular meeting.

EXECUTIVE SESSIONS

The minutes of the regular or special meeting during which the executive session was called shall record that such an executive session was held, stating the general topic of the session as permitted under law.

The Board shall cause an audiotaped record to be made of the executive session which shall be retained by the Board for 90 days following the session. No record shall be made of an executive session or a portion thereof held for the purpose of discussing an individual student matter or for the purpose of discussion a privileged attorney-client communication as determined by the representing attorney and reflect in the record.

Prior to convening in executive session, the Board president shall

announce on the record the specific citation to statute authorizing
it
to meet in executive session and identify the particular matter to
be
discuss inasmuch detail as possible without compromising the
purpose
for which the executive session is authorized.

ADOPTED: August 9, 1976

REVISED: September 12, 1991, August 14, 2001

LEGAL REFS.: C.R.S. 22-32-106

C.R.S. 22-32-109(1)(e)

CROSS REF.: BAA, Board Operations, BDC, Executive Sessions

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