

TO: STATE BOARD OF EDUCATION

FROM: STATE BOARD OF EDUCATION AD HOC COMMITTEE

DATE: JULY 28, 2014

RE: ACTION ITEM: CONCERNING BOARD OPERATING PROCEDURE RESOLUTION ADOPTED

The Ad Hoc Committee met on July 25, 2014 at 1:00 p.m. and deliberated until approximately 2:30 p.m. The Ad Hoc Committee came to a consensus regarding the first bullet point of the Board's Resolution Regarding Amendments to Meeting Procedures that was adopted at the July 9th meeting:

"Board staff shall determine the date, time, and location of all Board meetings, including Special meetings and Committee meetings, in consultation with the Chair or Chair's Designee, as well as other Board members."

The Ad Hoc committee is bringing the following proposed language for consideration:

The Ad Hoc Committee proposed language regarding Regular Meetings:

Regular Meetings

The Board will establish an annual meeting calendar, with at least one meeting per month. Unless otherwise specified, these regular meetings will be held in the Indiana Government Center South building. However, the Chair shall work with Board members to schedule at least two meetings per year in locations across the state. Board staff shall handle meeting logistics, including securing meeting locations and streaming support, for all meeting dates established by the annual meeting calendar.

The Ad Hoc Committee proposed language regarding Special Meetings:

Special Meetings

The Chair or three Board members may call special meetings to address issues as needed. The Board members will notify the Chair in writing (including email or facsimile) of the request for the special meeting. Special meetings will be held at a date and time convenient to the members, including the Chair and at a location determined by Board staff. Board staff shall handle meeting logistics, including securing meeting locations and streaming support, for the special meeting. Members must provide their calendar availability to Board staff and the Chair or the Chair's designee within two business days after a request for a special meeting has been made. Following this two day period, Board staff will proceed to select a date for the special meeting, provided that a quorum that includes the Chair is obtained.