

**BOARD OF TRUSTEES**  
*Series 200*

Policy Title: EXECUTIVE SESSIONS

Code: 203.4

School boards are empowered to hold executive sessions, which are closed to the public, for the purpose of deliberating on certain matters. Executive sessions may be held during an annual, regular or special meeting, and special meetings may be held in which only an executive session is held. An executive session may be held upon a two-thirds (2/3) vote recorded in the minutes of the meeting by individual vote. The chairman shall identify the authority under the Open Meeting Law for the holding of the executive session.

Notice of an executive session shall be set forth in the agenda notice of a regular or special meeting. If an executive session only will be held by the board, a twenty-four (24) hour meeting and agenda notice shall be given and shall state the reason and specific provision of law authorizing the executive session.

Executive sessions may be held to:

1. Consider hiring a public officer, employee, staff member or individual agent.
2. Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public school student.
3. Conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by the school district.
4. Consider records that are exempt by law from public inspection.
5. Consider and advise its legal representatives of impending litigation or where there is a general public awareness of probable litigation.

Labor negotiations with the local education organization representing professional employees may be conducted in executive session if either side requests closed meetings. Subsequent sessions of the negotiations may continue without further public notice. Adequate records or minutes of the negotiation procedures shall be kept, and shall be available for public inspection at the offices of the board during normal business hours. Joint ratification of all final offers of settlement shall be made in an open meeting.

No final action or final decision may be made in an executive session, except that a decision to place a certificated employee on probationary status may be made in executive session and the employee shall not be named in the minutes of the meeting.

Date of Adoption:  
April 20, 1998  
Readopted: 7/19/99, 7/19/04

Legal Reference: Idaho Code,  
Sections 33-514 & 33-515  
Section 67-2340

Related Reference: