

**SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

**BYLAW**

NO: 4

DATE: 96-12-02

REVISED: 2007-04-24  
2014-10-07

**SUBJECT: CLOSED MEETINGS**

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- 4.1 If, in the opinion of the Board, the public interest so requires, persons other than trustees may be excluded from a meeting. The Secretary-Treasurer or other employee designated under section 69(4) of the *School Act*, must be present at the time that a decision of the board is rendered and must record any decision. [SA s.69(2),(3)&(4)].
- 4.2 No trustee shall disclose to the public the proceedings of a closed meeting unless a resolution has been passed at the closed meeting to allow such disclosure, except such as might be necessary to enforce the conflict of interest provisions of the *School Act*.
- 4.3 The board shall prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the Board or both were excluded, and the record shall be presented at the next regular meeting of the Board. [SA s.72(3)]
- 4.4 As per BCSTA guidelines and unless otherwise determined by the Board, the following matters shall be considered in closed session:
- (a) salary claims and adjustments and consideration of requests of employees and Board officers with respect to collective bargaining procedures;
  - (b) accident claims and other matters where Board liability may arise;
  - (c) legal opinions respecting the liability or interest of the Board;
  - (d) the conduct, efficiency, discipline, suspension, termination or retirement of employees; staff changes including appointments, transfers, resignations, promotions and demotions;
  - (e) medical reports;

- (f) matters pertaining to individual pupils;
- (g) purchase of real property including the designation of new sites; consideration of appraisal reports and accounts claimed by owners; determination of board offers and expropriation procedures;
- (h) lease, sale or exchange of real property prior to finalization thereof;
- (i) matters pertaining to the safety, security or protection of Board property;
- (j) such others matters where the Board decides that the public interest so requires.