

1 **Potomac Elementary**

2
3 **THE BOARD OF TRUSTEES**

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5 Committees/Meetings

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7 Generally, trustees will function as a whole and will not form committees of the Board.
8 Nevertheless the Board may create Board committees as deemed necessary or useful. All
9 committees created by the Board to serve a clear public and governmental purpose shall comply
10 with the open meeting laws and all other laws applicable to school board meetings.

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12 Standing committees of the Board may be created and their purposes defined by a majority of the
13 Board. The Board Chairperson shall appoint trustees to serve on such committees. Trustees
14 serving on committees shall be limited to fewer than one-half (1/2) of the Board.

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16 In determining whether any meeting within the school system should be held in compliance with
17 the Open Meeting Act, the following factors, although not exhaustive or dispositive in nature,
18 should be considered:

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20 • Frequency of the meetings being held;
21 • Whether the committee is deliberating or simply gathering facts;
22 • Whether the deliberations concern matter of policy rather than merely ministerial or
23 administrative functions;
24 • Whether the committee members have executive authority and experience; and
25 • Results of the meeting.

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29 Legal Reference: § 2-3-203, MCA Meetings of public agencies and certain associations
30 of public agencies to be open to public – exceptions
31 *Bryan v. Yellowstone* (2002), 2002 MT 264
32 *Crofts v. Associated Press* (2004), 2004 MT 120
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34 Policy History:

35 Adopted on: October 11, 2010

36 Reviewed on:

37 Revised on: