

MCS D Board Meeting Minutes

Board Members in Attendance: Kristen Ironside (Spoke with Tosca Henry stating that she would need to leave at 6pm for another meeting), Katie Cloud, Scott McClung, Raena Woods (via zoom)

Board Members not in Attendance: Brienne McDowell

Superintendent/Principal in Attendance: Justin Roberson

Minutes Taken by: Kayla Besler

1. Call to Order
 - a. 5:04pm
2. Adoption of Agenda
 - a. Ironside makes the first motion to adopt the agenda, Katie Cloud makes the second motion to adopt the agenda
3. Moment of Silence
4. Governing Board Training: Open Meeting Law and Boardsmanship: Ms. Toasca Henry
 - a. Toasca Henry gives a synopsis of her position and who she works with. Toasca reviews the PowerPoint presentation with those in attendance. She speaks of
 - i. The Scope of Legal Authority
 - ii. Boardsmanship-Board Bowers (BBA)
 - iii. Common School Board Responsibilities
 - iv. Board Member Authority-BBAA
 - v. Boardsmanship: Board Duties (BBA)
 1. Toasca recommends having her in to give a training anytime there are new board members or if there has been a definitive amount of time since a last training
 - vi. Scope of Authority
 - vii. Don't Lose Sight of the Goal
 - viii. Boardsmanship: Board Ethics (BCA)
 1. Toasca Henry states that this is something she believes is very important. She states to the board members to not be afraid to ask Justin Roberson for more information before they make a decision if they believe they need to be more informed.
 2. Toasca Henry speaks of the options boards have when adopting policies. She strongly recommends reviewing current policies.
 - ix. Parliamentary Procedure (BDB)(BED)
 1. Toasca Henry speaks about the Board President's job of keeping the meeting on task, flowing, and orderly.
 - a. Scott McClung states that sometimes this can almost be unmanageable, but he believes most people want to work towards a common goal so this does not occur too often. Scott McClung asks if he is legally able to have other, current, board members run the meeting. He states that he likes to delegate and let other members learn to lead as well, specifically if he is not able to make a meeting.

Toasca Henry recommends that as long as the public is informed, this is an acceptable practice.

- x. Board—Superintendent Relationship
- xi. Communications with Staff (BHC)
 - 1. This slide talks of the chain of command staff should follow through before immediately speaking to the board. She states that it is important that this staff member must go to the entire board, or to the Board President and then the Board President distributes that information to the rest of the board. She states that this issue must be also given in writing by the staff member.
- xii. Communications with Public (BHD)
- xiii. Public Concerns/Complaints KE
 - 1. Passive receipt of information is not a violation of open meeting laws.
 - a. i.e., and email pertaining to information only
 - b. This email should not be “replied to all”
- xiv. Public Concerns/Complaints KE
- xv. Conflicts of Interest
 - 1. The slides give examples of questions of conflict that could arise.
- xvi. Conflicts of Interest (BCB)
 - 1. This slide goes into three categories; voting, employment, and procurement.
 - 2. Toasca Henry states that in a small town/area, the best thing for a board member to do is to “declare, declare, declare”. She states; “Sometimes it might not be a direct conflict of interest, but does it look like one?”
- xvii. Legal Liability
 - 1. Toasca Henry states that if there is ever a question, that the board should talk to the Superintendent, and the Superintendent can get with her and they can work on the issue at hand.
- xviii. Board Member Immunity
- xix. Toasca Henry asks the board if they have any questions:
 - 1. Scott McClung asks for clarification on the statement that there can be someone sitting on the board while there is a current member of staff in residence. Scott McClung states that there was once a board member whose spouse became an aide. He asks if this board member could have stayed on.
 - a. Toasca Henry States that best practice would be that he would resign.
- xx. Open Meeting Law 101
- xxi. Open Meeting Law-Big Picture
 - 1. Kristen Ironsides asks when sending an email, if she were to ask for an agenda item to be added, should she be cc-ing the other board members.

- a. Toasca Henry states that it is best to just bring it to the Superintendent.
- xxii. Who is Subject to the Open Meeting Laws?
- xxiii. "Public Body" 38-431 (6)
- xxiv. When do the Open Meeting Laws Apply?
- xxv. What is a "meeting?" 38-43 (4)
 - 1. Toasca Henry's best advice is to not talk about board members, or board topics outside of a board meeting. She states that you can ask something such as "Have you talked about how the meetings are run by any other board members?" And if that board member were to say yes, the conversation should end.
- xxvi. "Discussing, proposing or taking legal action"
 - 1. Toasca Henry states that determining what is a deliberation is a very grey area. Best practice is to not talk about topics that can be thought of as board topics.
- xxvii. Email Communications
 - 1. Toasca Henry states that best practice for social media would be to not be friends on social media with board members.
- xxviii. Four Main OML Criteria
- xxix. Location, Location, Location
- xxx. Notice
 - 1. Tasca Henry states that it is best to follow what MCSD is currently doing and posting the meeting agenda and location of the meeting on one posting.
- xxxi. Notice 38-431.02
 - 1. Tasca Henry states that the 24-hour notice does not apply to Sundays.
- xxxii. Notice of Regular Meetings
- xxxiii. Physical Posting Location
- xxxiv. Contents of Notice
- xxxv. Notice 38-431(C)
- xxxvi. Emergency Meeting
- xxxvii. Agendas
- xxxviii. Agenda Content
 - 1. Toasca Henry states that agendas are a craft.
- xxxix. Caution! "Other Matters"
 - 1. Toasca Henry states that there is no clear definition on what the other matters can be. She states that best practice is to just stay away from "other matters".
- xl. Minutes
- xli. Rights of the Public
- xlii. Call to the Public
- xliii. Executive Sessions
- xliv. Executive Session Minutes

xliv. Executive Session Categories

xlvi. Executive Session

xlvii. OML Violations

xlviii. Questions?

1. Raena Woods gives a thank you to Toaca Henry for her time and expertise.

5. Adjournment

a. Katie Cloud makes the first motion to adjourn, Raena Woods makes the second motion to adjourn. 3-0, 6:15 pm