

**BCBK Executive Session**

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(See BBBB, BE, CN, CNA, ECA, IDAE, II, JDD, and JRB)

The board shall conduct executive sessions only as provided the Kansas Open Meetings Act (“KOMA”).

Acceptable justifications for recessing into executive session include the following:

- 1) The non-elected personnel exception under KOMA;
- 2) The exception for matters which would be deemed privileged in the attorney-client relationship under KOMA;
- 3) The exception for employer-employee negotiations under KOMA;
- 4) The exception for data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships under KOMA;
- 5) The exception relating to actions adversely or favorably affecting a student under KOMA;

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- 6) The exception for preliminary discussion of the acquisition of real property under KOMA;
- 7) The exception under KOMA for school security matters to ensure the security of the school, its buildings, and/or its systems is not jeopardized.

Approved: 7/01; 3/18; 7/24

KASB Recommendation – 6/99; 6/00; 1/01; 4/07; 7/17; 7/24

## Addendum 1: Sample Motions for Executive Session

A motion looks like the following, “I move we go into executive session to [fill in subject(s)] pursuant to [fill in justification], and the open meeting will resume in the board room at [fill in time].” If the board wishes to invite additional individuals, such as the superintendent, into executive session, they should also mention them in the motion.

<b>SUBJECTS TO BE DISCUSSED</b> <b>(Provide a brief description of what subject will be discussed while still protecting important privacy interest)</b>	<b>JUSTIFICATION</b>
<b>Example:</b> discuss an individual employee’s performance	non-elected personnel exception under KOMA
<b>Example 1:</b> discuss confidential student information	the exception relating to actions adversely or favorably affecting a student under KOMA
<b>Example 2:</b> hold a student discipline appeal hearing	
<b>Example:</b> discuss coding mechanisms PowerSchool uses to secure student data with PowerSchool representatives	the exception for data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships under KOMA
<b>Example:</b> discuss potential litigation with our legal counsel	the exception for matters which would be deemed privileged in the attorney-client relationship under KOMA
<b>Example:</b> discuss the latest proposal for increasing the base pay rate from the teachers	the exception for employer-employee negotiations under KOMA
<b>Example:</b> discuss potential properties for a new middle school site	the exception for preliminary discussion of the acquisition of real property under KOMA
<b>Example 1:</b> discuss the high school crisis plan	the exception under KOMA for school security matters to ensure the security of the school, its buildings and/or its systems is not jeopardized
<b>Example 2:</b> discuss the exact placement of security cameras and alarms throughout the buildings	