

Protocol for Public Comment

Welcome to the KC Girls Preparatory Academy board meeting. We appreciate your interest and involvement in making our school a success.

For your convenience, we have outlined below our protocol for public comment and participation during our Board Meetings.

Meetings

- We welcome the public to all of our meetings
- KCGPA adheres to all of the requirements of MO Sunshine Law.
- The intent of Sunshine Law is to provide access to this public charter school board conducting its business.

Seating

- Board Members, KCGPA senior staff, and the CEO are invited to sit at the board table.
- A public seating area is provided for parents, teachers and other guests.

Public Comments

- There is a short public comment section at the beginning of every meeting, immediately after the meeting opening and approval of prior minutes.
- If you would like to make a comment at this time, you will have a maximum of two minutes to share your comment(s) and question(s) with the Board. The Board may adjust time limits at their discretion.
- For substantive concerns or comments that the public wishes to have addressed during the Board Meeting, please submit them in writing to info@kcgpa.org forty-eight hours in advance of the meeting.
- The Board Chair will consider those items for inclusion on the next board meeting agenda, and you will be notified 24 hours in advance of the meeting whether the item will be included.

Thank you for your time and interest in attending!

Policies for Executive Sessions

Excerpt from Policy 0410: Board Meetings

Closed Meetings

The Board may vote to conduct closed executive sessions as provided for in Policy 0430 - Executive Sessions. In order to enter into executive session, such motion must be approved by a roll call majority vote. The motion to enter executive session must reference the specific statutory matters to be discussed.

Any Board member may object to the closing of a meeting, record or vote if the member believes the motion to close violates the Sunshine Law; such member(s) must object at or before the motion to close is voted upon and must vote against closing. The member(s) shall be allowed to fully participate in any subsequent meeting or vote. The objecting member(s) shall be immune from any liability for improper closure of a meeting.

Closed Session Minutes

A separate minute book used solely for the purpose of executive sessions shall be used to record the minutes. Under such circumstances, the Board members and others in attendance are honor-bound not to disclose the details or discussions or minutes of the executive session. Any vote taken during a closed session will be taken and recorded by a roll call vote.

Policy 0430: Meetings- Executive Sessions

The Board reserves the right, as provided by law, to close meetings, records and votes as they relate to the matters below. All discussion and action by the Board in executive session must be related to the reasons set forth in the motion to enter executive session. The minutes of the executive session shall be recorded and maintained in a separate, confidential minute book. (See Policy 0420 - Minutes.)

Legal Matters

Litigation including privileged communications between the Board, its representatives, and its attorneys.

Upon completion of the litigation or upon the execution of a settlement agreement, the vote, minutes, and settlement agreement will be made public unless subject to a court order closing the record.

Real Estate Matters

The lease, purchase or sale of real estate where public knowledge of the details of the proposed acquisition might adversely affect the School's interests. Any vote or public record approving such a contract shall become available to the public upon execution of the contract.

Personnel Matters

Actions related to the hiring, firing, disciplining or promotion of a School employee when the performance or individual merits of this employee is considered. Any vote on a final decision to hire, fire, promote or discipline will be available to the public within seventy-two (72) hours of the close of the meeting, except that good faith efforts will be made to notify the affected employee prior to the information becoming publicly available. Disclosure of Board action on such personnel matters will include notice of how each Board member voted on the proposition.

Student Matters

Scholastic probation, expulsion, discipline, or graduation of identifiable persons, including records of individual test or examination scores subject to the provisions of the Board's student records policy and regulations.

Employee Negotiations

Preparations for negotiations with employees and employee representatives, including any work product of the Board.

Test Matters

Testing and examination materials before the test or examination is given and until use of the test is discontinued.

Bidding Matters

Competitive bidding specifications, until officially approved or published for bids. Sealed bids, until the earlier of the time all are opened or all are accepted or rejected.

Personnel Records

Individually identifiable personnel records, performance ratings or records related to employees or applicants for employment. However, the public will have access to the names, positions, salaries, and length of service of employees of the School.

Communications with School Auditor

Confidential and privileged communication between the Board and its auditor, including the auditor's work product. However, final audit reports issued by the auditor will be open.

Security Systems

Information provided to the School by outside consultants relating to the security of School facilities. However, expenditures of public funds for the purchase of security systems are considered to be open public records.

Notwithstanding the provisions of this section, consultant reports involving open records matters, which were prepared for the School, are deemed to be open records.