

## ADMINISTRATIVE STAFF ATTENDANCE AT BOARD MEETINGS

### 1211 ADMINISTRATIVE STAFF ATTENDANCE AT BOARD MEETINGS

1. The Superintendent, School Business Administrator/Board Secretary, and Assistant Superintendent shall be required to attend all meetings and sessions of the Board of Education whether regular, workshop, executive or retreat.
2. The Board may exercise an option, through the Superintendent, to request other administrators to attend meetings as needed.
3. The Superintendent may require other administrators to attend meetings of the Board at his/her option on an as needed basis.
4. All administrators shall attend the annual reorganization meetings of the Board of Education to be introduced to new Board members.
5. Any administrator not specifically invited to attend a meeting shall not be required to be present. School and Central office administrators are nevertheless welcome to attend all open public meetings of the Board at their discretion.

#### **Retirement Notification**

~~Retiring members of the administrative and supervisory staffs shall endeavor to terminate their services with the district at the end of or beginning of a school year.~~

~~Emergencies resulting from health problems or special circumstances of pension fund provisions can be considered appropriate reasons for a departure from this policy.~~

~~For the welfare of the district, administrative and supervisory staff members shall provide a minimum of six months notice to the Board before retirement.~~

Adopted: 9 April 2009

**1<sup>st</sup> Reading: 15 December 2016**

