

**THE PROTESTANT SEPARATE SCHOOL BOARD
OF THE TOWN OF PENETANGUISHENE**

POLICY MANUAL

POLICY TITLE:

Committee Meetings Closed to the Public

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BY-LAW XI

COMMITTEE MEETINGS CLOSED TO THE PUBLIC

1. A Board Committee Meeting, including a Committee Meeting of the Board as a Whole, may be closed to the public in strict accordance with *Section 207* of the *Education Act*.
2. The chair of the committee must ensure that a motion be passed before closing a Committee Meeting to the Public. The approval of a majority of the Board is required for a session to be closed.
3. Decisions reached during a Committee Meeting, closed to the public, shall be reported by the Chair and entered in the regular minutes of the next Board meeting except as required to remain in the “closed meeting” minutes.
 - 3.1 In reporting a decision, the Board must not reveal protected personal or financial information, or private commercial information.
4. All attendees of a closed Committee meeting shall keep the proceedings confidential.
5. A two-thirds majority vote of the Board is required for a person who is not a member of the Board to attend a Committee Meeting that is closed to the public. Such a person’s presence must provide added value to the meeting and should only be part of the meeting in which s/he presents/answers questions or provides the added value to the committee.
 - 5.1 It is at the discretion of the Supervisory Officer to attend any Committee Meeting that is closed to the public.