

All meetings shall be open to the public except for closed sessions allowed by law. All action shall be taken in open meetings.

Any motion for adjournment to closed session shall require a roll call vote. The vote of each Board member present, and the reason for the closed meeting, will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

Closed sessions may be held to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, including hearing testimony on a complaint lodged against an employee to determine its validity.
2. Collective negotiating matters between the Board and its employees or their representatives; or deliberations concerning salary schedules for one or more classes of employees.
3. The selection of a member to fill a vacancy on the Board when the Board is given the power to appoint under law; or the discipline, performance, or removal of a member of the Board, when the Board is given power to remove the member under law or ordinance.
4. Evidence or testimony presented in open hearing, or in closed session where specifically authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning.
5. The purchase or lease of real property for use by the Board, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
6. The setting of a price for the sale or lease of property owned by the Board.
7. The sale or purchase of securities, investments, or investment contracts.
8. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, or public property.
9. Student disciplinary cases.
10. The placement of individual students in special education programs and other matters relating to individual students.
11. Litigation, when an action against, affecting or on behalf of the Board has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
12. The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk

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management information, records, data, advise or communications from or with respect to any insurer of the Board or intergovernmental risk management association or self insurance pool of which the Board is a member.

13. Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the Board is a member.

14. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of Board approval of the minutes or semi-annual review of the minutes.

**Audio Recordings of Closed Sessions:**

The Board shall audio record all closed sessions. After 18 months have passed since being made, the audio recording of a closed session may be destroyed provided that the Board approved both the minutes of that particular closed session and the destruction of the audio recording.

**Legal Reference:** 5 ILCS 120/2 et seq.

**Policy adopted:** August 29, 1973

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

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BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

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**Policy revised:** April 20, 2009

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL