

## Commission Meeting Policies

Proposed April 13, 2016 - Adopted June 8, 2016

- I. The purpose of the Missouri Charter Public School Commission is to sponsor high quality charter public schools throughout the state of Missouri, per Revised Missouri Statutes [160.425](#).
- II. The Commission shall conduct its business in accordance with Chapter [610](#) of the Revised Missouri State Statutes.
- III. The Commission officers are Chairperson and Vice Chairperson. Officers serve one year terms and are elected in July.
- IV. The Chairperson can call a meeting of the Commission when he or she deems advisable and when three or more Commission members request a meeting.
- V. A majority of Commission members entitled to vote, present in person or by telephone, shall constitute a quorum.
- VI. Each Commission member shall have one vote. Commission members must be present in person or by telephone to vote in a meeting.
- VII. Committees of the Commission may be established by the Chairperson or by a majority vote of the Commission.
- VIII. Notice of each meetings of the Commission shall be posted five days in prior to the meeting.
- IX. Emergency Meeting: The five day notice can be waived by a majority vote of the Commission.
- X. Commission meetings may take place in person or by telephone. Minutes of the previous Commission meeting must be read, corrected and approved at a subsequent Commission meeting as soon as practical. Meeting minutes are posted following approval.
- XI. Materials for agenda items must be received by the Executive Director of the Commission three days prior to the meeting to be included on the Commission agenda.
- XII. Agenda items pertaining to Commission policy are presented at one meeting for review and discussion and voted on the following noticed meeting.