

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**213
POLICY
Special Meetings**

1. A special meeting of the Board may be called by the Chair or, upon written request by a majority of the trustees, may be called by the Secretary-Treasurer. No business other than that for which the meeting was called shall be conducted at the meeting.
2. Written notice of a special meeting and an agenda shall be given to each trustee at least 48 hours in advance of the meeting. Delivery of a written notice and the agenda may be waived by a majority vote, provided all reasonable steps have been taken to notify all trustees of the meeting. Non-receipt by a trustee shall not void the proceedings.
3. If the Secretary Treasurer is unable to attend the meeting, another employee must be appointed as acting Secretary Treasurer, for the purpose of the meeting, to record motions and their disposition.

Cross Refs:

Adopted: January 15, 2008
Reviewed: April 30, 2019
Revised: