
work session minutes revision

1 message

Mumford, Dacia <mumfordda@wl.k12.in.us>

Tue, Mar 4, 2025 at 10:53 AM

To: Board School Board <schoolboardmembers@wl.k12.in.us>, Roberta Julian <julianr@wl.k12.in.us>

I would like to recommend revising the work session minutes. In the past, our work session minutes have mirrored those of our executive sessions which only list the topic. Providing no detail is appropriate for the minutes of a confidential executive session, but not for a public work session. Work session minutes should include a basic summary of the discussion in order to comply with Indiana's Open Door Law. I previously asked the public access counselor for clarification about this and he provided [some guidance](#).

This is my revised draft of the work session minutes:

MINUTES

WEST LAFAYETTE COMMUNITY SCHOOL CORPORATION

Central Office
3061 Benton Street
West Lafayette, Indiana

Work Session of the Board of School Trustees

Monday, February 10, 2025

PRESENT: Mrs. Amy Austin; Mr. George Lyle, Mrs. Dacia Mumford, Dr. David Purpura, Mr. Laurence Wang, Mrs. Rachel Witt; Dr. Yue Yin; Dr. Shawn Greiner, Superintendent; Mrs. Anna Roth, Assistant Superintendent; Mrs. Michelle Cronk, CFO

President Austin called the meeting to order at 5 p.m.

COMMUNICATION FROM THE AUDIENCE - None

I. BOARD COMMUNICATION:

Mrs. Austin proposed structuring the discussion around board roles, public expression, and the flow of information, particularly in emergencies. Purpura requested discussion on email communication with the public and Mumford requested discussion on revising meeting minutes.

The discussion then focused on how board members should direct questions to the superintendent and who should be included in those emails. Ultimately, it was decided that if a question is specifically for Dr. Greiner, it should be sent to him with all board members copied so everyone stays informed while allowing him to provide the response.

II. ADJOURNMENT: 5:58pm

Note:

This Work Session is not a Regular Meeting of the Board.

No decisions are made.

No votes are taken.

Meeting is live streamed.

This is a meeting open to the public; patrons may sign-up, upon arrival, for comments.

Email From: Dacia Mumford
To: Public Access Counselor <pac@opac.in.gov>
October 30, 2023

Hello! I am on the WLCSC school board and had some questions in regards to work session minutes. What are the requirements for work session minutes in regards to details shared? I have attached a [copy of our most recent work session](#). Do we need more details to comply with the open door policy in regards to general substance on the topic or discussions?

Thanks for your help,
Dacia Mumford

Response: October 30, 2023

Hello Dacia,

Thank you for reaching out. The Open Door Law says this, in part, in regard to minutes: The general substance of all matters proposed, discussed, or decided.

If it is a general work session, you wouldn't need to give a word-for-word rote recitation of everything that was discussed but a little more detail, perhaps in the form of a summary paragraph or two, would be more appropriate.

Best,
Luke H. Britt
Indiana Public Access Counselor
317-233-9435