
BOARD MEETINGS

Regular Board Meetings

The Board of Education shall **generally hold one business meeting and one work session each month. The work session shall be for the discussion of District business and input from the community. While action will not be taken at a work session, the Board may also hold a special meeting on the same evening as a work session to take action.** The time, date and place of such Board meetings shall be established at the annual organizational meeting in July, but may be changed by the Board.

All regular Board meetings are open to the public, and meeting facilities shall provide access to persons with disabilities.

In addition to the members of the Board, the following individuals will regularly attend the business meetings of the Board: the Superintendent of Schools, and other specified personnel as deemed necessary.

If a Board member is not present at the opening of a meeting, the subsequent arrival time of such member shall be indicated in the minutes.

Special Board Meetings

Special meetings of the Board of Education may be called by any member of the Board by giving not less than 24 hours' notice to the media, public and other Board members. If a meeting is scheduled less than a week in advance, notice of the meeting will be given to the extent practicable as set forth in Policy 2340, Notice of Meetings.

In an emergency, a special meeting may be called upon less than 24 hours' notice of the meeting. In this event, Board members shall sign a waiver of notice form, and a statement regarding the time of notice and signature of such forms shall be entered in the minutes of the special meeting.

The order of business at each special meeting shall generally be as follows:

- A. Call to Order, Roll Call & Pledge
- B. Visitor Recognition on special meeting agenda items
- C. Board Action on special meeting agenda items
- D. Adjournment

The Board President shall at the beginning of the meeting advise the public attending the meeting that public participation is limited to comments only with respect to special meeting agenda items, if any.

POLICY

2013

Governance & Operations

With respect to special meeting agenda items, the Board shall decide upon any questions under consideration after a full examination and evaluation of all available relevant information. The Superintendent shall be given an opportunity to examine and evaluate such information and to recommend action before the Board attempts to make a decision.

Cross reference: 1230, Public Participation at Board Meetings
2160 (VII), Code of Ethics
2340, Notice of Meetings
2341, Agenda Format

Ref: Education Law §§1606, 2504, 2563
Public Officers Law §§100 et. seq. (Open Meetings Law)

Adoption date: July 2003
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(Policy 2310 and Policy 2320 Combined; Policy 2320 deleted)
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