

Adjourned meetings

When the School Board is unable to complete the work it has scheduled at a regular or special meeting, it may, by majority vote, adjourn until a specified time set for an adjourned meeting. Public notification shall be given of the time and place of the adjourned meeting. The School Board shall take up its work at the adjourned meeting at the point where the regular meeting adjourned, with the exception that the minutes of the preceding meeting shall be read.

No formal action shall be taken by the Board at any meeting other than a regular meeting, special meeting, or emergency meeting.

Notification of Board Meetings

It shall be the policy of the Board to announce all meetings publicly. Except in the event of rare emergencies, such announcement will be made by the Superintendent/designee in ample time to allow public attendance and shall be disseminated in a manner reasonably calculated to notify the general public.

Whenever possible, Board members shall receive notice of special or emergency meetings at least 24 hours in advance. Such notice shall include the date, time, location and purpose of the meeting. The Superintendent/designee shall, whenever practical, notify local representatives of the media by the same or faster means as used to notify Board members.

Location of Board Meetings

Unless decided by prior agreement at an open meeting, the place of all School Board meetings shall be the Raymond Elementary School Library. All meetings shall be open to the public with the exception of the executive sessions.

Legal References: 1 MRSA § 403 et seq.
20-A MRSA § 1001

Cross References: BEC—Executive Sessions
BEDB—Agenda Preparation and Dissemination

Adopted: June 21, 2006

SCHOOL BOARD MEETINGS

Regular Meetings

The Board will hold its regular business meetings once each month on the first Wednesday of the month, unless otherwise set by action of the Board.

Workshop Meetings

The Board will hold workshop (informational) meetings once each month on the third Wednesday of the month, unless otherwise set by action of the Board. The Board, at its discretion, may schedule additional workshops and other meetings to discuss a particular subject or proposal or to gather input from staff, community, or other groups.

Special Meetings

A special meeting of the Board is a meeting that is held to address important matters that arise between regular meetings and/or require Board action before the time set for the next regular meeting, or to consider a single subject in one session.

A special meeting may be called at any time at the discretion of the Chair or at the request of the Superintendent. A special meeting shall be called at the written request of three members of the Board.

No business other than that stated in the notice of the meeting shall be transacted unless the Board agrees by a majority vote to consider other business.

Emergency Meetings

An emergency meeting of the Board is a meeting that is called because a matter is so urgent that it must be addressed immediately and the advance notice required for a special meeting cannot reasonably be provided.

An emergency meeting may be called by the Chair or at the request of the Superintendent.

No business may be transacted other than that related to the purpose for which the emergency meeting is called.

Executive Sessions

Executive sessions of the Board shall be called and conducted in accordance with state law. Only the matter(s) stated in the motion to enter executive session shall be considered. No final action may be taken in executive session.