

MESSALONSKEE SCHOOL DISTRICT (MSAD 47)

File: BE

SCHOOL BOARD MEETINGS

Regular Meetings

The Board shall officially transact all business at a legal meeting of the Board. The Chair shall start all meetings promptly at the appointed hour. The Board shall hold various types of meetings, including regular meetings and special meetings.

Regularly scheduled meetings may be of two kinds: business or educational. The latter type may be held for the purpose of reviewing and evaluating the school program or the development and discussion of policy.

Unless otherwise determined by official Board action, regular meetings of the Board shall be held on the first and third Wednesday of each month in the Board Room. This shall be the official Board meeting, and all formal action shall be taken at this time.

In instances where the meeting date falls on a legal holiday, the regular Board meeting shall be rescheduled.

All regular meetings shall be open to the public and the news media.

Special Meetings

Such a meeting may be called by the Chair or the Board, or by a majority of the Board members in the event that the Chair fails to act, or by the secretary/Superintendent. Directors will be given a 48-hour notice. No business shall be transacted except that for which the meeting is called, and action shall be limited to the purpose for which the meeting is called.

All special meetings shall be open to the public and the news media.

Executive Sessions

Executive sessions of the Board shall be called in accordance with State law and at such time and place as required for discussion of matters as permitted by statute, such as matters of personalities, property sales or acquisitions, labor negotiations, or legal consultations. No action may be taken on topics discussed in executive session; all actions of the Board are required by law to be taken in a public meeting.

Adjourned Meeting

When the 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 Board shall take up its work at the adjourned meeting at the point where the regular session adjourned, with the exception that minutes of the preceding meeting shall be read.

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

Legal Reference: Title 1 MRSA Sec. 401-206
Title 1 MRSA Sec. 403 Et. Seq.
Title 20A MRSA Sec. 1001

Cross Reference: BEC - Executive Sessions
BEDA - Notification of Board Meetings
DBG – Budget Adoption Process

Adopted: Date of Manual Adoption

Reviewed: Fall, 1998

Date of Revision: December 1, 2004