

Open Meeting Law

It is essential that the board's business be performed in an open and public forum and that the members of this community be fully aware of and able to observe the deliberations and decisions that go into the making of school district policy. Every meeting of the board will be open to the public, except that an executive session of the board may be called and business transacted under certain conditions.

Reasonable efforts will be made to insure that board meetings are held in a facility that permits barrier-free physical access to the physically handicapped.

Notice of Meetings

The District Clerk and public relations staff will be responsible for providing notice to the public and to the media.

Notice of the time and place of the regular board meeting will be given to the local news media and be conspicuously posted in the administration building, each district school, and in the public library.

Notice of the time and place of every special or committee meeting will be given at the earliest practical time to the news media and will be conspicuously posted in designated locations. A legal notice is not required for this purpose.

Executive Session

Upon a majority vote, pursuant to a motion identifying a general area to be considered, the board may convene an executive session for the following reasons only, provided, however, that no action by formal vote will be taken to appropriate district money:

1. Matters which will imperil the public safety.
2. Any matter which discloses the identity of a law enforcement agent.
3. Information relating to investigations or prosecutions which would imperil effective law enforcement.
4. Discussions regarding litigation's.
5. Collective negotiations pursuant to Article 14 of the Civil Service Law.

6. The medical, financial, credit or employment history of a particular person or corporation, or the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
7. The preparation, grading or administration of examinations.
8. The proposed acquisition, sale or lease of real property or the proposed acquisition, sale or exchange of securities, held by such public body, but only when publicity would affect the value thereof.

Minutes

Minutes will be taken at executive sessions where actions are taken by a formal vote. Summaries of this action will include the date and votes taken, providing this does not conflict with the Freedom of Information Act.

Minutes will be made available to the public within two weeks of the date of a regular meeting and one week from the date of an executive session, providing the district also complies with the Freedom of Information Act.

District Clerk

The official Open Meeting Law statute will be made available to all board members and to the general public when requested. The district clerk will be the source of all of these documents.

Legal Reference: Public Officer's Law Article 95-101

Board Approval Date: December 15, 1982

Reviewed: November 18, 2015