

# POLICY

2016

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BY-LAWS

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**SUBJECT: SPECIAL MEETINGS OF THE BOARD OF EDUCATION**

Special meetings of the Board shall be held on call by any member of the Board and by written request. A reasonable and good faith effort shall be made by the Superintendent or the Board President, as the case may be, to give every member of the Board twenty-four hours' notice of the time, place and purpose of the meeting. The notice shall be given and supporting materials posted by the District Clerk. All special meetings shall be held at a regular meeting place of the Board.

In an emergency, the twenty-four hour notice may be waived by unanimous consent of all Board members. When this occurs, it is advisable for the members to sign waiver-of-notice forms.

The presence of a majority of all members shall be necessary to constitute a quorum for the transaction of business. No business shall be transacted at a special meeting of the Board except such as is stated in the call for the meeting.

Public notice of the time and place shall be given, to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior to the meeting.

Education Law Section 1606, 2504, 2563  
Public Officers Law, Section 104(2)

Adopted: 4/18/16