

Special meetings of the Board of Education may be called by any member of the Board, upon 24-hour notice to all Board members in writing. The request will include the purpose of the special meeting. If the meeting is scheduled at least a week in advance, notice of the time, place and purpose of the meeting shall be given to the public and the news media at least 72 hours prior to the meeting. If scheduled less than a week in advance, notice must be given to the extent practicable at a reasonable time prior to the meeting. Notice will be conspicuously posted in one or more designated public locations.

In an emergency, the 24-hour notice may be waived by unanimous consent of all Board members. In such a case, the members shall sign waiver-of-notice forms and a statement that this has occurred will be entered in the minutes.

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

Adoption date: May 27, 1997
Reviewed: February 27, 2017