

Meetings

The School Committee will transact all business at official meetings. These may be either regular or special meetings, defined as follows:

Regular Meetings

The usual official meetings, held during the school year according to a schedule determined by the Superintendent and the Chairperson and provided to all School Committee members prior to the commencement of the year. All regular meetings of the School Committee (typically held on Tuesdays at 7:30 pm) are open to the public and the media.

Special Meeting

An official meeting called between scheduled regular meetings to consider specific topics.

Emergency Meeting

A meeting held in response to a situation which requires prompt action to prevent imminent disruption or harm to the system. An emergency meeting may be held without complying with the notice provisions for regular meetings. Notice shall be posted as far in advance as is practicable. All other requirements for regular meetings will be observed.

Adjourned Meeting

A meeting deferred or suspended by majority vote of the School Committee to a later time and place which shall be specified in an order of adjournment. Notice of such adjournment shall be posted within 24 hours after the time of adjournment and 48 hours in advance of the date to which the meeting is deferred.

Organizational Meeting

The first meeting of the School Committee following the annual town election. The most senior member of the School Committee present shall preside as Chairperson Pro Tempore, and the next most senior member shall serve as Secretary Pro Tempore. At this meeting officers are elected and policies are adopted.

Public Hearings

A meeting of the School Committee to obtain public testimony or comment. A public hearing may occur as part of a regular or special meeting, or it may be the sole purpose of a special meeting, with no other matters addressed. If a public hearing

is held pursuant to state law, all statutory requirements for notice and conduct of the hearing shall be met.

Executive Session

A meeting of the School Committee closed to the public conducted only to discuss confidential matters as specified by law. An executive session may be held at any time during any meeting in accordance with law. The School Committee shall state in open session the matters to be discussed in executive session and whether it will return to open session. In the executive session, the School Committee may consider only those matters covered in its statement.

Legal References:

MGL: 71, 38N, 37, 23A, B & C