

By-Laws

SUBJECT: REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE)

All Board of Education meetings must be open to the public except those portions ~~of the meetings which that are~~ qualify as executive sessions. ~~In accordance with Section 102 of the Open Meetings Law, a "meeting" is defined as an official convening of a public body for the purpose of conducting public business, including the use of videoconferencing for attendance and participation by the members of the public body. A "public body" is defined as an entity of two (2) or more persons which requires a quorum to conduct public business, including committees and subcommittees. The Board will make~~ Reasonable efforts ~~shall be made~~ to ensure that all meetings are held in an appropriate facility ~~which that~~ can adequately accommodate ~~any and~~ all members of the public who wish to attend. The Superintendent and members of his or her staff will attend Board meetings at the Superintendent's discretion. The Board may also request that additional people attend.

Regular Board meetings ~~of the Board~~ will take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified ~~at any subsequent meeting~~. Any Board meeting may be adjourned to a future date and time if approved by a majority of the Board present. ~~Further, if a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present~~ Board member attendance will be less than a quorum, the Board will select a date for a postponed meeting at the prior regular meeting, and it will direct the Clerk to notify all members. The District Clerk will provide the Board members written notice of the time of and agenda for each regular meeting before the meeting. ~~The District Clerk will notify the members of the Board in advance of each regular meeting. This notice, in writing, will include an agenda and the time of the meeting.~~

When the Board schedules a meeting on at least one week's notice, it will give or electronically transmit public notice of the time and place to the news media and conspicuously post the notice in one or more designated public locations at least 72 hours before the meeting. Notice of other meetings will be given or electronically transmitted, to the extent practicable, to the news media and conspicuously posted at one or more designated public locations at a reasonable time before the meeting. ~~Whenever a Board meeting is to take place, there must be at least 72 hours advance notice in accordance with the provisions of the Open Meetings Law. Notice of other meetings will be given as soon as is practicable in accordance with law.~~ When the District has the ability to do so, it will conspicuously post the meeting notices ~~of the time and place of a meeting will be conspicuously posted on the its District's~~ website.

The Superintendent will prepare the meeting agenda during the week before the meeting and review it with the Board President. The agenda will then be distributed to Board members no later than the Friday before the regular meeting. The President or other Board members will submit requests to place matters on the agenda to the Superintendent. Whenever individuals or groups wish to bring a matter to the attention of the Board, they will submit a written request to the Superintendent.

District records available to the public under ~~FOIL~~ the Freedom of Information Law, as well as any proposed rule, regulation, policy, or amendment, scheduled to be discussed at a Board meeting, will be made available upon request, to the extent practicable, ~~prior to~~ before the meeting. Copies of these records may be made available for a reasonable fee. ~~If the District maintains a regularly updated~~

~~website and utilizes a high speed internet connection, such~~ These records shall will be posted on the website to the extent practicable, ~~prior to~~ before the meeting. ~~The District may, but it is not required to expend additional funds to provide such records.~~

If videoconferencing or online technology is used to conduct a meeting, the public notice for the meeting will inform the public ~~that videoconferencing will be used~~, identify all the locations for the meeting, and state that the public has the right to attend ~~the meeting~~ at any of the locations. ~~If a meeting is streamed live over the internet, the public notice will inform the public of the website's internet address.~~ Voting may be done through videoconferencing, provided that members can be both seen and heard voting and participating from remote locations.

~~Regular meetings of the Board of Education of Gouverneur Central School District shall take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified at subsequent meetings of the Board.~~

~~It is the responsibility of the Superintendent to prepare the agenda and review it with the Board President for each meeting of the Board. The agenda for each meeting shall be prepared during the week prior to the meeting. The agenda shall be distributed to Board members no later than the Friday before such regular meeting. Whenever the President or other members of the Board wish to bring a matter to the attention of the Board, such request should be made to the Superintendent so that the same can be placed on the agenda. Whenever individuals or groups wish to bring a matter to the attention of the Board, such request shall be addressed in writing to the Superintendent. The Superintendent shall present such matter to the Board.~~

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SUBJECT: REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE) (Cont'd.)

~~The District Clerk shall notify the members of the Board of Education in advance of each regular meeting. Such notice, in writing, shall include an agenda and the time of the meeting.~~

~~In the event that a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present, the Board shall select a date for a postponed meeting at the previous regular meeting, and shall direct the Clerk to notify all members.~~

~~Any meeting of the Board may be adjourned to a given future date and hour if voted by a majority of the Board present.~~

~~The Superintendent and members of his/her staff at the Superintendent's discretion shall attend all meetings of the Board. The Superintendent shall attend all executive session meetings of the Board except those that concern his/her evaluation, employment status, and salary determination. The Board may request the attendance of such additional persons as it desires.~~

Recording of Meetings

The Board ~~recognizes that advances in technology~~ allows public meetings to be photographed, broadcast, webcast, or otherwise recorded, by means of audio or video, in a non-disruptive manner, and it supports the use of this technology to facilitate the open communication of public business. ~~To that end, the Board may adopt rules addressing the location of the equipment and/or personnel used to photograph, broadcast, webcast and/or record such meetings to assure that its proceedings are conducted in an orderly manner. Such rules shall be conspicuously posted during meetings and written copies provided, upon request, to meeting attendees.~~

Public Expression

The Board encourages public expression at Board meetings. The Board will designate a specific portion of its meeting agenda for this participation. The Board may invite visitors to participate in its discussion of matters on the agenda.

Quorum

The quorum for any Board meeting is five members. No formal action will be taken at any meeting where a quorum is not present. Unless otherwise required by law, official action will only be taken by approval of the majority of the full Board.

Use of Parliamentary Procedure

The Board will use pertinent portions of the latest edition of Robert's Rules of order to conduct its business.

Education Law Sections 1708 and 2504
General Construction Law Section 41
Public Officers Law Article 7, Sections 103(d), 104 and 107

NOTE: Refer also to Policies #1520 -- Special Meetings of the Board of Education
#1730 -- Executive Sessions
~~#5410 -- Purchasing: Competitive Bidding and Offering~~
#6215 -- Employment of Relatives of Board of Education Members
~~#8340 -- Textbooks/Workbooks/Calculators~~

Adopted: 8/5/96
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