

MEETING NOTICE

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

Type of Meetings

The board of education shall hold its regular meeting on or before the third Monday of each month.

Special and emergency meetings may be called as provided by law.

The board may schedule work sessions and retreats in order to provide board members and administrators the opportunity to plan, research, and engage in discussion.

Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public. Notice of regular and special meetings shall be posted on the school district's website. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish notice of any meeting in a newspaper of general circulation within the district, if, in the opinion of the superintendent, it is convenient and useful to do so.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay and the updated date, time, and location of the postponed meeting to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and

superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay.

Minutes

The board shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.

The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and may be published on the school district's website.

Legal Reference: Neb. Statute 84-1408 to 1414
 79-554
 79-560
 79-561

Cross Reference: 204.01 Regular Meetings
 204.02 Special Meetings
 204.10 Agenda