

**PUBLIC BODY MEETINGS AND REGULAR SCHOOL BOARD MEETINGS**

Public body meetings, as pertains to school board policy, are school board meetings and/or school board appointed advisory committee meetings.

All public body meetings shall be open to the public and the press.

Regular meetings of the board shall be held within a public building in the district, in a handicap accessible location, at least once in a two (2) month period.

The chairperson will be responsible for the efficient and orderly running of the meeting. In the absence of the chairperson, the vice-chairperson will assume the responsibilities of the chairperson.

No legal action can be taken except at a duly noticed meeting of the board and by a quorum acting as a unit. A quorum constitutes a majority of board members physically present.

A member of the school board or advisory committee may participate in a meeting electronically from a remote location only when attendance in person is not reasonably practical. The reason for participation from a remote location shall be stated in the minutes of the meeting.

Each member participating electronically must be able to simultaneously hear and speak to each other during the meeting. The member participating electronically shall also be audible or otherwise discernable to the public in attendance.

Any member participating electronically must identify all other persons present at the place from which the member is participating.

All votes taken during a school board meeting in which any member participates electronically shall be by roll call vote.

Public body or school board meeting may or may not allow time for public comment at the meeting. Further clarification of public comments policies are located in policies BEDH and BEDH-R.

A decision of the school board shall be binding unless rescinded by the board at a duly called regular or special meeting.

**Legal References:**

RSA 91-A, *Access to Governmental Records and Meetings*

NH Code of Administrative Rules, Sections Ed. 303.01(f), *Substantive Duties of School Boards*

Policy BEDH, *Public Participation at Board Meetings*

Policy BEDH-R, *Guidelines for Participation at a Meeting*

Adopted 1999

Revised 2012

