



**Regular Board Meetings**  
**School Board Approved: May 2, 2016**

Unless otherwise altered by Board action, regular meetings of the Board shall be held at a building of the School District on the first and third Mondays of each month in a handicapped accessible location, beginning at 7:00 PM.

Written notice stating the time and place of any special meeting and the purpose for which it is being called shall be given to each member of the Board at least two (2) days in advance of the meeting. Only business which is stated in the notice shall be transmitted at the meeting. Exceptions to this procedure would be in cases of emergency as determined by the Chairperson and/or the Superintendent. In such case of emergency all members will be contacted by telephone and the agenda will be posted in accordance with RSA 91-A: 2.

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

All, except in emergencies, meetings shall be advertised at least 24 hours, excluding Sundays and holidays, prior to the date of the meeting.

Special meetings may be called at any time by the Chairperson of the Board or by the action of majority thereof.

A majority of the Board shall constitute a quorum.

The School Board recognizes that the consistent attendance of Board Members at Board Meetings is essential for the efficient, effective operation of the Board's duties as well as fulfilling our individual obligations as elected officials.

Any Board member that misses three consecutive meetings, or more than 30% of scheduled meetings, will be formally questioned by the Chair and Vice Chair for reasons of absences, and may be asked to submit their resignation. The Board Secretary is responsible for tracking attendance and providing the Chair with a quarterly report.

**Legal References:**

RSA 91-A, Access to Public Records and Meetings

RSA 91-A: 2, II, Meetings Open to the Public

RSA 195:13, Meetings, Annual, Special

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