

Bylaws of the Board

Time, Place and Notification of Meetings

Members of the Board may act officially only at regular or special meetings of the Board at which a quorum shall be present.

Regular Meetings

The Board of Education shall file with the Town Clerk, not later than January 31st of each year, the schedule of the regular meetings of the Board of Education, and shall post the schedule on the District's Internet website.

Regular meetings of the Board shall be held in the middle school or at such other place as the Board, upon written notice, may designate, at 7 p.m. on the fourth Tuesdays of each month, with the exception of the months December and June when such meetings will be held on the second Tuesday. During the months of July and August regular meetings will be suspended. Special meetings may be called in the months of July and August if needed. The Board shall not remain in session later than 10 p.m. unless otherwise determined in each instance by a vote of the majority of those members present and voting.

Special Meetings

Notice of each special meeting of the Board of Education shall be filed at least twenty-four hours in advance of the meeting with the Town Clerk and be posted in the office of the Clerk giving the time and place of the special meeting and the business to be transacted. No other business shall be considered by the Board at that special meeting. Each member of the Board of Education shall be notified by the Superintendent or the Clerk to the Board at least 24 hours prior to the time of the special meeting and shall be advised of the time, place and business to be transacted, although any Board member may waive the 24 hour notification by written waiver of notice.

Notice of Meetings

Notice of meetings will be e-mailed and/or mailed to persons filing a written request renewable in January of each year. The Board of Education may charge a fee for these notices based upon cost of service, as provided by law.

Legal Reference: Connecticut General Statutes

[1-21](#) Meetings of government agencies to be public.

[1-21c](#) Mailing of notice of meetings to persons filing written request.

[1-21d](#) Adjournment of meetings. Notice

[1-21e](#) Continued hearings. Notice

[1-21f](#) Regular meetings to be held pursuant to regulation, ordinance or resolution.

[1-21i](#) Denial of access to public records or meetings.

[10-218](#) Officers. Meetings.

Policy Adopted: January 22, 2019