

## **Bylaws of the Board**

### **Time, Place and Notification of Meetings**

#### **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 such schedule on the Board's website, to the extent required by law. No meeting shall be held sooner than thirty days after such filing.

#### **Special Meetings**

Special meetings are meetings that are not part of the schedule of regular meetings and include make-up dates for regular meetings that may have been postponed. Notice of each special meeting of the Board of Education shall be posted at least twenty four hours in advance in the offices of the Board and the Town Clerk and shall be posted on the Board's website, to the extent required by law. The notice must give 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 Board Clerk in writing not less than 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 a written waiver of notice or a telegram to the purpose, and this 24 hour notification requirement may be dispensed with as to any member who is actually present at the meeting at the time it convenes.

#### **Notice of Meetings**

Notice of meetings will be mailed to persons filing a written request renewable in January of each year. Said notice shall, where practicable, be given at least one week prior to the date set for the meeting, except that the Board may give such notice as it deems practical for special meetings called less than seven days prior to the date set for the meeting. The Board of Education will charge a fee for these notices based upon cost of the service, as provided by law.

Legal Reference: Connecticut General Statutes

1-206 Denial of access to public records or meetings.

1-225 Meetings of government agencies to be public.

1-227 Mailing of notice of meetings to persons filing written request.

## **Bylaws of the Board**

### **Time, Place and Notification of Meetings (continued)**

Legal Reference: Connecticut General Statutes

1-228 Adjournment of meetings. Notice.

1-229 Continued hearings. Notice.

1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.

10-218 Officers. Meetings

Bylaw adopted by the Board: January 9, 2001  
Bylaw revised by the Board: March 10, 2009  
Bylaw revised by the Board: June 12, 2012  
Bylaw revised by the Board: August 21, 2018

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut