

SCHOOL DISTRICT OF PITTSVILLE BOARD POLICY

BOARD OPERATIONS

REGULAR BOARD MEETINGS

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The School Board shall meet at least once each month for the purpose of conducting official business. The date, time, and location of the regular Board meetings shall be determined at the annual reorganizational meeting of the Board. No regular meeting shall be scheduled on a legal holiday on which the District's administrative offices are also closed. Regular meetings of the Board shall normally be held in the CTE Conference Room. ~~The Pittsville School Board of Education shall hold its regular monthly meeting~~ on the second Monday of the month at 7:00 p.m. ~~in the High School LMC.~~ If necessary, the Board President may change the date, time, and place of the meeting due to extenuating circumstances. In such an instance, the regular meeting shall be held within the same calendar month to comply with state statute. Such a change requires adequate public notice.

All regular meetings shall be open to the public, except as specifically provided by state law. Only those items of business included on the noticed agenda shall be discussed and/or acted upon by the Board at the meeting. However, if any public comments are made during the public comments section of the meeting, the Board may discuss (but not take any action upon) any subject matter that is raised by a speaker even though the subject matter was not specifically noticed as an item of business for the meeting.

A majority of the Board members present shall constitute a quorum. In the absence of a lawful quorum, the Board may not take any official action other than to end the meeting.

The Board President, or in the President's absence, the Vice President, shall serve as the presiding officer of each Board meeting.

Meetings may be adjourned to a specific date for the consideration of unfinished business.

Public Notice, Minutes, and Proceedings of Regular Meetings

~~Board member and public notice of regular Board meetings~~ The Board President, or an authorized designee acting on the President's behalf, shall ensure that public notice of each regular Board meeting is ~~be~~ given in accordance with the requirements of the Open Meetings Law, Board policy, and any other legal requirement for public notice that may apply to the particular meeting. To the extent consistent with applicable law, the Board may convene in a closed session during its meetings. ~~state law and established District procedures.~~

The Board President and Clerk shall ensure that minutes of each meeting shall be recorded, approved, signed, and filed in the Board records. ~~and~~ To the extent required by law, the proceedings of each meeting shall be published per the requirements of section 120.11(4) of state statute as applied to the District within 45 days of each board meeting publicly disseminated within 45 days after the meeting.

Legal References:

Wisconsin Statutes

Section 19.81(2) [public access to meetings]

- Section 19.83 [governmental meetings; period of public comment]
- Section 19.84 [public notice of meetings]
- Section 19.85 [exemptions to meeting in open session]
- Section 120.11(1) [regular monthly board meetings]
- Section 120.11(4) [proceedings of school board meetings]
- ~~Section 120.43(2) [regular monthly board meetings]~~
- Section 985.01 [definitions of “proceedings” and “substance” of official action]
- Section 995.20 [legal holidays]

~~1st Reading: June 12, 2017~~

~~2nd Reading/Approval: July 10, 2017~~

First Reading of Updates: March 11, 2024

Second Reading of Updates: April 8, 2024