

**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. Regular meetings of the Board Regular monthly meetings shall normally be held on the second Monday of the month. 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.

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

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.

The Board President and Clerk shall ensure that minutes of each meeting shall be recorded, approved, signed, and filed in the Board records. To the extent required by law, the proceedings of each meeting shall be 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 985.01	[definitions of "proceedings" and "substance" of official action]
Section 995.20	[legal holidays]

First Reading of Updates: *March 11, 2024*

Second Reading of Updates: *April 8, 2024*