

SUBJECT: BOARD MEETINGS

All Board of Education meetings must be open to the public except those portions of the meetings which qualify as executive sessions. A "meeting" is defined as an official convening of a public body for the purpose of conducting public business and a "public body" is defined as an entity which requires a quorum to conduct public business, including committees and subcommittees.

Regular meetings of the Board of Education of Onteora Central School District shall take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified at subsequent meetings of the Board.

The District Clerk shall notify the members of the Board of Education in advance of each regular meeting. Such notice, in writing, shall include an agenda and the time of the meeting.

In the event that a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present, the Board shall select a date for a postponed meeting at the previous regular meeting, and shall direct the Clerk to notify all members.

Any meeting of the Board may be adjourned to a given future date and hour if voted by a majority of the Board present.

The Superintendent shall attend all meetings of the Board. The Superintendent shall attend all executive session meetings of the Board except those that concern his/her evaluation and salary determination. The Board may request the attendance of such additional persons as it desires.

Recording and Broadcasting Public Portions of Meetings:

- a. The Board of Education will video/audio record each Board meeting and broadcast it on the District TV Station and well as post it on the District website.
- b. The public portion of any meeting of a public body may be photographed, recorded and broadcast.
- c. There is no privacy interest in statements made during public portions of meetings of public bodies. Distaste or embarrassment shall not constitute a basis for prohibiting or limiting the photographing, recording or broadcasting of those present at a meeting.
- d. Operation of equipment to photograph, record or broadcast a meeting is permitted unless it is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings.

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SUBJECT: BOARD MEETINGS (cont'd)

- e. Use of equipment necessary to photograph, record or broadcast is permitted without notice to or express permission from the public body or those in attendance at the meeting.
- f. Use of equipment necessary to photograph, record or broadcast is permitted in a supervised or unsupervised manner.
- g. Use of special lighting or large equipment necessary to photograph, record or broadcast a meeting is permitted unless it is obtrusive or disruptive to the deliberative process.
- h. Personnel who operate equipment necessary to photograph, record and/or broadcast a meeting shall be permitted to move about the room, as long as such movement does not disrupt or interfere with the deliberative process, and remains within or behind the public seating area
- i. If any provision of these guidelines or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances

The recording and broadcasting of public meetings shall comply with sections a-h of this policy and will be made available at a designated location. Written copies of such rules shall be provided upon request, to those in attendance at or who seek to attend a meeting.

Notice of Meetings

For all regular and scheduled special meetings of the Board of Education, the District Clerk shall give adequate notice to all members and to the community, including posting notice of the time and place of meetings on the district website.

If a meeting is scheduled at least a week in advance, notice will be given or electronically transmitted to the public and news media at least 72 hours prior to the meeting. A special meeting may be called upon 24-hour notice to Board members.

When a meeting is scheduled less than a week in advance the Board shall provide or electronically transmit public notice to the extent practicable. Said notice shall be conspicuously posted in one or more designated public locations, including the district's website.

If a board member intends to participate in a board meeting via videoconference, the public notice of the meeting will indicate that videoconferencing will be used, specify the location(s) for the meeting and state that the public may attend at any of the locations.

If a meeting will be streamed live over the internet, notice will indicate the internet address of the website streaming the meeting.

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SUBJECT: BOARD MEETINGS (cont'd)

Public Officers Law Article 7

Education Law Section 1708

NOTE: Refer also to Policy #1520 -- Special Meetings of the Board of Education

Policy 1710 Quorum

Policy 1511 Agenda Preparation and Dissemination

Open Meetings Law, Public Officers Law §§100 et seq.

Education Law §§1606; 1708; 2504; 2563

Adopted: 9/25/18