

Bylaws of the Board

Public and Executive Sessions

Regular Meetings

Regular meetings of the Board of Education shall be held at the Marlborough Elementary School in the library. The Board of Education shall establish annually the date for each regular meeting and file a schedule of such meetings with the Town Clerk not later than January 31st of each year. Any change in such schedule shall be provided in writing to the Town Clerk as far in advance of the original date as is practical and not later than 24 hours prior to the date of the meeting as rescheduled.

Special Meetings

Special meetings of the Board of Education shall be called by the Chairperson if he/she considers it necessary or upon the request of any member of the Board of Education or the Superintendent of Schools. Notification in writing of special meetings shall be given five (5) days prior to the meeting, if possible, to the members of the Board of Education, to the Town Clerk, and except for emergencies shall be given at least twenty-four (24) hours prior to the meeting.

Special meeting notices shall specify the time and place of the special meeting and the business to be transacted. No other business shall be transacted except that specified.

In the event of an emergency meeting with less than twenty-four (24) hours notification:

1. There shall be a written notice of the meeting delivered to each Board of Education member's home and to the Town Clerk.
2. Unapproved minutes which adequately set forth the nature of the emergency and the proceedings of the meeting shall be filed by the Board of Education clerk within seventy-two (72) hours of the meeting with the Town Clerk.

Emergency Meetings

Emergency meetings may be called to cope with special emergencies where the situation is such that it would be imprudent to wait for a regular or special meeting to take Board action. The Board must file minutes and state the nature of the emergency within seventy-two hours of the meeting.

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Public and Executive Sessions (continued)

Executive Sessions

The public may be excluded from meetings of the Board of Education which are declared to be executive sessions. Executive sessions may be held upon a two-thirds vote of the members present and voting taken at a public meeting for only one or more of the following reasons, and may not be held for any other reason:

1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting.
2. Strategy and negotiations with respect to pending claims and litigation.
3. Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
4. Discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned.
5. Discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (b) of section 1-19 of the Connecticut General Statutes.

Matters dealing with strategy and negotiations with respect to collective bargaining may be discussed at meetings held at any time without the formalities of the Freedom of Information Act. Such “non-meetings” may be conducted either before or after public Board meetings or at any other time with the public being excluded. No agenda or written notice is required. No votes or other formal actions are to be taken at such sessions. In addition, a chance or social meeting or a caucus are not defined as “meetings” under the Freedom of Information Act.

Legal Reference: Connecticut General Statutes

1-200 Definitions. (as amended by PA 02-130)

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

Public and Executive Sessions (continued)

Legal Reference: (continued)

1-228 Adjournment of meetings. Notice.

1-229 continued hearings. Notice.

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

1-231 Executive sessions.

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

10-218 Officers. Meetings

Bylaw adopted by the Board: May 27, 1999
Bylaw revised: October 24, 2002

MARLBOROUGH PUBLIC SCHOOLS
Marlborough, Connecticut