

## **Bylaws of the Board**

### **Meetings**

#### **Notification to Board Members**

Notice of each regular meeting of the Board of Education with agenda and all pertinent information will be delivered to each Board member at least three (3) days prior to each meeting.

Notice of all special meetings shall be given to the members of the Board of Education at least 48 hours prior to the meeting. This notice shall indicate the purpose of such a meeting.

#### **Regular Meetings**

Regular meetings of the Board of Education shall be held on the third Tuesday of each month or at another date by special vote of the Board of Education. Meetings will be scheduled to start at 7:00 p.m., and, unless otherwise stated, shall be held in The Joseph V. Pempek Memorial Conference Room.

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. No meeting shall be held sooner than thirty days after such filing.

#### **Special Meetings**

Notice of each special meeting of the Board of Education shall be filed not less than twenty-four hours in advance of the meeting with the Town Clerk and be posted in the Office of the Clerk giving 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 Clerk 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.

#### **Notice of Meetings**

Notice of meetings will be mailed to persons filing a written request renewable in January of each year. The Board of Education will charge a fee for these notices based upon cost of the service, as provided by law.

## Bylaws of the Board

### Meetings (continued)

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.

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