



Required
 Local
 Notice

NOTICE OF MEETINGS

For all regular and scheduled special meetings of the Board of Education, the District Clerk or designee will 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 will provide or electronically transmit public notice to the extent practicable. Said notice will be conspicuously posted in one or more designated public locations, including the district's website.

If videoconferencing is used to conduct a meeting where remote locations are open to the public, the public notice for 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 videoconferencing under extraordinary circumstances is used to conduct a meeting, the public notice for the meeting will include that that videoconferencing will be used, where the public can view and/or participate in such meeting, where required documents and records will be posted or available, and identify the physical location for the meeting where the public can attend.

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

Ref:

Open Meetings Law, Public Officers Law §§100 et seq.
 Education Law §§1606; 1708; 2504; 2563

Adoption date:	July 9, 2007
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