

EMERGENCY SCHOOL BOARD MEETINGS

Public body meetings, as pertains to school board policy, are school board meetings and/or school board appointed advisory committee meetings.

No public body, with the exception of a meeting of the school board, may conduct an emergency meeting.

An emergency meeting may be called by the chairperson; or if the chairperson is unavailable, the presiding officer of the board. An emergency is defined as an immediate action that is imperative and the physical presence of a quorum is not reasonably practical within the period of time requiring action. The chairperson or presiding officer shall notify the other board members of the emergency meeting.

Only emergency business may be discussed and transacted. The minutes of an emergency meeting will clearly state the need and purpose for the emergency meeting.

Notice of the emergency meeting will be posted at the location of the meeting and if possible on the district website. A diligent effort will be made to inform the public about the emergency meeting. The meeting must be held in a location available for public attendance and handicap accessible. The 24 hour notification requirement for a public meeting does not apply.

At least one (1) board member must be present at the public location while the other members may attend electronically from a remote location.

In an emergency situation, procedures and policy criteria, except legal requirements that govern a regular board meeting, may be waived at the discretion of the chairperson.

Legal References:

RSA 91-A:2, II, *Access to Governmental Records and Meetings; Meetings Open to the Public*
Policy BEA, *Regular School Board Meetings*

Adopted 1999

Revised 2012

