The Board of Education shall meet in public session at least once every two months during the period in which the schools are in session.

A meeting not regularly scheduled may be called by the Board Secretary at the request of the President or upon the presentation to the Board Secretary of a petition requesting a meeting and signed by a majority of the full Board. Public notice of such special meetings shall be made pursuant to law and regulation. In accordance with N.J.S.A. 18A:10-6, the public notice shall include the date, time, location and purpose(s) of the special meeting.

All meetings shall be called to commence not later than 8:00 p.m. of the day designated. However, if a quorum is not present at the time for which the meeting is called, the member or members present may recess the meeting to a time not later than 9:00 p.m. the same day. If no quorum is present at that later time, the member or members present may adjourn the meeting to commence not later than 8:00 p.m. of another day, not more than seven (7) days following the date for which the original meeting was called. No further recess or adjournment of the meeting shall be made.

In addition, the Board may at any time recess or adjourn to an adjourned meeting at a time, date, and place announced before the adjournment takes place. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was passed.

When circumstances are such as to prevent the attendance of a majority or all of Board members or to frustrate the purpose of the meeting, a meeting may be canceled by the Board Secretary at the request of the President. Notice of the cancellation shall be given, by expedient means, to all Board members, to the Superintendent, and, whenever possible, to the newspapers in which notice of Board meetings is regularly given. If possible, written notice of the cancellation shall also be posted at the place where the canceled meeting was scheduled to occur. Notice of the cancellation shall include the date, time, and place of the next scheduled meeting. Notice of the cancellation shall be read at the next following Board meeting and shall be duly recorded in the official minute book.

N.J.A.C. 6A:32-3.1

Adopted: 22 July 2004
Revised: 19 November 2009