

BOARD OF EDUCATION MEETINGS

Board of education meetings shall be a primary means of sharing information with community members and inviting their comments and suggestions. Regular, Special, and Committee of the Whole meetings of the board of education are open to the public and representatives of the media, except when, by resolution at the public meeting, the board excludes the public from those parts of a meeting which deal with matters held confidential in accordance with law.

Board meetings shall be conducted to carry on the business of the district and the schools and therefore are not public meetings, but meetings held in public. The board welcomes attendance of the public at all meetings held in public and encourages the public to provide input at those meetings as follows:

A. Regular Monthly Meetings,

A half hour (30 minutes) for public input on agenda items shall be scheduled at the beginning of the meeting. Three quarters of an hour (45 minutes) for public input on any topic relating to the board's conduct of the schools shall be scheduled at the end of the meeting. These times may be extended by vote of the board. When addressing the board, each speaker shall be allowed three (3) minutes for comment and no one shall be allowed to speak again until all others who wish to speak for the first time have had their turn.

B. Special Meetings

A half hour (30 minutes) for public input related to the subject of the meeting shall be scheduled at the beginning of the meeting. Time may be extended by vote of the board. No public input will be allowed on any other topic or at any other time. When addressing the board, each speaker shall be allowed three (3) minutes for comment and no one shall be allowed to speak again until all others who wish to speak for the first time have had their turn.

C. Committee of the Whole Meetings

These meetings are working sessions of the board and public input shall not be accepted at except by a specific resolution of the board that will set the time and parameters of such input.

The board will not permit unnecessary or undesirable identification of district pupils at public or board of education meetings, particularly when the pupil is subject to disciplinary action, or has been identified as having a disability. A special confidential file shall be kept of the names of pupils with disabilities on whose behalf the board must take public action. An unidentifiable coding shall be used when referring to the pupil.

Advance announcement of all regular, scheduled special, and specially called meetings of the board is made through newspapers and other appropriate media outlets in accordance with the Open Public Meetings Act.

In a regular meeting by September 30 of each year, the chief school administrator shall report to the board on enrollment as required.

In a regular board meeting by October 30 of each year, the chief school administrator shall provide a quality assurance report which includes information on the following topics:

- A. Implementation of school-level plans;
- B. Achievement of performance objectives;
- C. Each school report card, including pupil performance results and student behavior data;
- D. Professional development activities;

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- E. Condition of school facilities;
- F. Status of mandated program reviews;
- G. Community support data as detailed in the administrative code.

Other items presented at board meetings must include, but are not limited to:

- A. Presentation of audit report;
- B. Presentation of budget;
- C. Dropout statistics; other demographic data;
- D. Mandated inservice programs

<u>Legal References:</u>	<u>N.J.S.A.</u> 10:4-6 <u>et seq.</u> <u>N.J.S.A.</u> 18A:7C-7 <u>N.J.S.A.</u> 18A:10-6 <u>N.J.S.A.</u> 18A:22-10 <u>N.J.S.A.</u> 18A:22-13 <u>N.J.S.A.</u> 18A:23-5 <u>N.J.A.C.</u> 6:3-1.6 <u>N.J.A.C.</u> 6:8-2.1 <u>N.J.A.C.</u> 6:8-2.2 <u>N.J.A.C.</u> 6A:8-5.2(e) <u>N.J.A.C.</u> 6A:14-1.1 <u>et seq.</u> <u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u> <u>See particularly:</u> <u>N.J.A.C.</u> 6A:30-2.4, -3.1	Open Public Meetings Act School administrators report on students awarded or denied diplomas Board meetings public; frequency; hours of commencement; adjournment, etc., for lack of quorum Fixing day, etc., for public hearing Public hearing; objectives; heard, etc. Meeting of board; discussion of report Reporting and staffing of school districts Reporting requirements School-level planning High school diplomas Special Education Evaluation of the Performance of School Districts
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Manual for the Evaluation of Local School Districts (August 2000)

<u>Cross References:</u>	*1100 Communicating with the public *2240 Research, evaluation and planning *3100 Budget planning, preparation and adoption *3570 District records and reports *3571.4 Audit *5145.5 Photographs of pupils *6142.2 English as a second language; bilingual/bicultural *6142.6 Basic skills *6171.1 Remedial instruction *6171.3 At-risk and Title 1 *6171.4 Special education *9322 Public and executive sessions *9323/9324 Agenda preparation/advance delivery of meeting material *9326 Minutes
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*Indicates policy is included in the Critical Policy Reference Manual.

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Key Words

Board of Education Meetings, Reporting to the Public, Communicating with the Public,
Confidentiality

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Revised