

MINUTES

The secretary will keep a record of the board meetings. The minutes of the board will be kept in an official minute book and will include resolutions and motions. Papers not a part of a formal motion may be omitted if they are referred to and identified by some method. Additional revisions to policy BEDG include merged minute sections regarding non-public sessions from policy BEC.

Copies of the draft minutes of a meeting will be sent to the members of the board before the meeting at which they are to be approved. Corrections to the minutes may be made only at the meeting at which they are to be approved.

All minutes will be kept in accordance with RSA 91-A:2 and RSA 91-A:3 and will be in the custody of the Superintendent. Minutes of all public meetings will be made available for public inspection no later than five (5) business days after the meeting. Minutes for all non-public sessions will be made available for public inspection within seventy-two (72) hours after the non-public session.

Legal References:

RSA 91-A:2 II, Public Records and Meetings: Meetings Open to Public

RSA 91-A:3 III, Public Records and Meetings: Non Public Sessions

RSA 91-A:4 I, Public Records and Meetings: Minutes and Records Available for Public Inspection

Mrs. Mary Collins, Chairman
Mr. Bob Ouellette, Vice Chairman
Mr. Robert DeColfmacker
Mrs. Brennan Peaslee
Mrs. Sandra Taliaferro

Adopted by the Board: 19 November 1991
Reaffirmed by the Board: 6 December 2000
Revised by the Board: 6 August 2008
Revised by the Board: 2 January 2024