MEETINGS

The regular meetings of the Fremont Board of Education shall be held on the second Monday of each month at 6:30 p.m. at the Main Street Education and Administration Center, 130 East 9th Street, Fremont, Nebraska, unless otherwise publicly notified. The President shall start all meetings promptly at the appointed hour.

Any action taken shall be by "motion duly moved and seconded," and "shall be by roll call vote," in open session and the record shall state how each member voted, or if the member was absent and/or not voting.

Special Meetings – may be called by the President, by two members of the Board, or by the Superintendent. Publication of Notice of Special Meetings shall be made in accordance with law.

Emergency Sessions – When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment.

Quorum – In all meetings of the Board of Education, a majority of the members shall constitute a quorum for the transaction of business, but a lesser number in attendance shall have power to adjourn to any date previous to the next regular meeting.

Exceptions and Locations – The Board of Education and the Superintendent may withhold from the public those records in their custody enumerated by law. Records that are open to inspection shall be available in the Office of the Superintendent.

Open Meetings Act Posting and Public Access to Board Records – The Board of Education accepts its responsibility to conduct its meetings in public and in compliance with law. The Superintendent shall post at least one current copy of the Open Meetings Act in the meeting room at a location accessible to members of the public. At the beginning of each meeting the public shall be informed about the location of the posted information by announcement of the Board President or Chairperson or via notice given in the Agenda. The Superintendent and the Board Secretary shall make available for examination and copying by members of the public at least one copy of all reproducible written material to be discussed at an open meeting except where the law specifically states that a matter is exempted either temporarily or permanently from such disclosure. Therefore, the Board of Education directs the Superintendent and the Board Secretary, acting jointly and cooperatively, to make easily available copies of the Board of Education policy manual and the minutes of meetings of the Board of Education and its committees (except as exempt by law). Minutes shall be made available within ten (10) days of the

meeting reported; policies shall be incorporated into the manual within thirty (30) days of adoption.

Adjourned Meetings – Such meetings shall serve as a continuation of a regular meeting, and not as a special or called meeting. The minutes of the Board shall clearly state the action for an adjourned meeting to a time and place. The minutes of the adjourned meeting shall clearly label it as such. Only items on the agenda of the meeting adjourned may be acted upon at the adjourned meeting.

Length of Meetings – Items on the agenda requiring extended deliberation may be taken up at special meetings.

Adopted: November 9, 1987

Revised: January 15, 1996

Revised: April 15, 1996

Revised: August 21, 2006

Revised: February 14, 2011