

## 0161 CALL, ADJOURNMENT, AND CANCELLATION

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.

All meetings shall be called to commence not later than 8:00 p.m. of the day designated.

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.

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.

### Virtual Meetings

In accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.), public meetings may be held in-person or by means of communication equipment (N.J.S.A. 10:4-8(b)), to include streaming services and other online meeting platforms. In an effort to comply with State directives when weather events and other circumstances render in-person meetings less than optimal, the board may hold virtual meetings according to the following provisions:

- A. All meetings, including those held using communications equipment, must be noticed in a manner consistent with the requirements of the Open Public Meetings Act and board policy 9321 Time, Place, Notification of Meetings;



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B. Meetings for emergent circumstances may be held without providing adequate notice in a manner consistent with the requirements set forth at N.J.S.A. 10:4-9(b):

1. Three-quarters of the members present vote to do so; and
2. The meeting is required to deal with matters of such urgency and importance that delay would be likely to result in substantial harm to the public interest; and
3. The meeting will be limited to discussion of and action on these matters;
4. Adequate notice of such meeting is provided as soon as possible following the calling of such meeting; and
5. One of the following:
  - a. Either the board could not reasonably have foreseen the need for such meeting at a time when the adequate notice could have been provided; or
  - b. The need could have been foreseen in time but the board failed to give adequate notice;

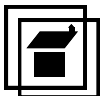
C. The board shall provide a means of public comment even if a meeting is held remotely;

D. The guidance shall be provided to the public for remotely accessing and providing comment at a meeting;

E. The business administrator/board secretary shall ensure that the advertised meeting place is connected to the meeting through communications equipment, unless otherwise directed by state or local emergency management or health officials, consistent with Executive Order 103 (Murphy 3/9/2020);

F. The remote meeting shall be audio recorded in the same manner as in-person public meetings;

G. The board shall avoid executive or closed session unless the topic of concern is urgent directly affects the health, safety, or welfare of residents, and is an allowed exception as listed above in the first section of this policy "A" through "J" (N.J.S.A. 10:4-12) because of the difficulty of ensuring only appropriate individuals are on the line during a separate session;



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H. If an executive or closed session is necessary, the board shall use a mechanism that ensures the confidentiality of closed session;

I. After announcing the executive or closed session at the public portion of the meeting consistent with the Open Public Meetings Act, the board shall use a separate, non-public, dial-in mechanism for the executive or a closed portion of the meeting.

N.J.S.A. 18A:10-6

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

Adopted: 26 August 2008

