

Policies

Newport Public Schools

No. 1542

Article II – Special and Emergency Meetings Page 1 of 1

Special meetings may be called by the Chair. The clerk may post a special meeting upon written request of any four (4) members of the committee by means of a forty-eight hour or greater notice being given in writing to each of the members. Provided, however, a meeting may be called by four (4) or more members without the normally required forty-eight hours advance notice when an emergency meeting is deemed necessary to address an unexpected occurrence that requires immediate action to protect the public. If an emergency meeting is called, a meeting notice and agenda shall be posted as soon as practicable and, upon meeting, the Committee shall state for the record and minutes why the matter must be addressed in less than forty-eight hours.

The notice shall set forth the time, place and purpose of said special or emergency meeting and no other business than that stated in the call shall be in order at said meeting. The Committee for a minimum of one-year following the meeting shall maintain a copy of the notice of all regular, special and emergency special meetings and a record of the date on which the notice was posted.

It is the policy of the School Committee to announce in advance and/or post through a newspaper of general circulation and such other means as may appear appropriate, the date, time, and place of all regular and special meetings. At least one copy of the meeting notice shall be posted in a public place at the school administration building and in at least two other public places and on the RI Secretary of State Open Meetings system.

Notices of Ad hoc committee, sub-committee, and advisory committee meetings need not be published in the newspaper. It shall be the duty of the Superintendent of Schools to supervise the execution of this policy.

History: BDB, 10/9/6, 1978

Amended: First Reading 12/12/2017, Second Reading and Adoption 1/9/2018.