

# BYLAWS

## BRIELLE BOARD OF EDUCATION

### BYLAWS 0161 CALL, ADJOURNMENT, AND CANCELLATION

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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.

Before the meeting is advertised, the Board Secretary will canvas Board members and make every effort to re-schedule meeting at a mutually agreeable date and time to the most Board members and ensure a quorum.

The Board President in consultation with the Chief School Administrator shall have the authority to cancel public meetings for the following circumstances;

- Power failure
- Inclement weather that creates hazardous travel conditions
- Anticipated attendance that does not create a quorum. All members are responsible for providing written (email) advance notice to the Board Secretary in the event they are unable to make a scheduled meeting.
- Other circumstances as appropriate, such as a natural disaster or another event of such a serious nature (school lockdown, terroristic threat, etc.).



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In the event of a meeting cancellation, the Board President shall notify the Business Administrator/ Board Secretary, who shall in turn notify the Board members and any scheduled speakers. The Business Administrator / Board Secretary shall also ensure that the local news media are informed of the cancellation.

N.J.S.A. 18A:10-6  
N.J.A.C. 6A:32-3.1

Adopted: 5 January 2011

Revised: 12 December 2018

