

## **SCHOOL BOARD MEETINGS**

The school board shall transact all business at a regular or special meeting of the board. No member of the school board shall have power to sit officially in the name of the board or as a member of the board outside a regular or special board meeting, unless so authorized in a regular or special meeting.

### **Regular Meetings**

Regular meetings of the board shall be the second Monday of each month unless otherwise designated at the annual organizational meeting of the Board. An additional meeting may be called as necessary.

A person who wishes to audio or video record some or all of an official school board meeting must inform the school board president or superintendent prior to the beginning of the meeting of the person's intent to record. At the beginning of the meeting, the school board president will then inform all persons present of the recording.

The School Board shall reserve at every official meeting a period for public comment, limited at the Board's discretion as to the time allowed for each topic and the total time allowed for public comment, but not so limited as to provide for no public comment. Public comment is not required at official meetings held solely for the purpose of meeting in executive session, an inauguration, swearing in of newly elected officials, or presentation of an annual report to the School Board.

### **Special Meetings**

A special meeting of the school board can be called by the president or any two members. No business shall be transacted except that for which the special meeting is called.

### **Telephone Conference Call**

Meetings, including executive meetings, may be conducted by telephone conference call. Members shall be deemed present if they answer present to the roll call taken over the phone. No conference call can be used to conduct hearings.

### **Place of Meeting**

Unless otherwise announced, each month the board meetings shall be held in the Board Room at the district administrative office in Hartford.

### **Start of Meeting**

The president shall start all meetings promptly at the appointed hour.

### **Call for Vote**

The president shall not wait for discussion of motions if no discussion is readily forthcoming, but shall proceed to call the vote.

### **Legal References**

SDCL 1-25-1, 1-26-4, 1-26-8, 1-27-1, 13-8-10

### **Policy**

Adopted: 10/24/1977

Revised: 07/8/1991, 07/25/1994, 07/24/1995, 07/22/1996, 12/12/2011, 03/09/2020, 09/11/2023

Reviewed: 08/25/2014