

POLICY ON RIGHT-TO-KNOW LAW**Purpose**

The School Board recognizes that it is the general intent of RSA 91-A to make "public records" available to the public and to permit persons to attend public proceedings of the Board. The purpose of this policy is to establish Board procedures which are in compliance with the provisions of that statute.

Meetings Open to the Public

Generally, unless otherwise provided for under RSA 91-A, meetings of the Board shall be open to the public. The Board will meet in nonpublic session only when the subject matter under discussion and consideration falls within the exemptions identified in RSA 91-A:3 II (a)-(f).

Notice of Meetings

Except in an emergency, a notice of time and place of each meeting, be it public or nonpublic session, shall be posted in two appropriate public places in each town in the School District, or shall be printed in a newspaper of general circulation in the city or town at least twenty-four (24) hours, excluding Sundays and legal holidays, prior to such meeting.

Emergency Meetings

An emergency shall mean a situation where immediate, undelayed action is deemed to be imperative by the Chairperson, or presiding officer, of the Board. Whatever means which are reasonably available shall be utilized to inform the public that an emergency meeting is to be held. The need for the calling of an emergency meeting shall be spelled out in the minutes of said meeting.

Procedures Relative to Nonpublic Sessions

To enter a nonpublic session, any member of the School Board shall make a motion to that effect, which shall be seconded. The motion shall state the statutory exemption(s). See RSA 91-A:3 II (a)-(f) upon which the Board member making the motion is relying upon as the foundation for the nonpublic session. The vote on any such motion shall be by roll call, and shall require the affirmative vote of the majority of School Board members present. The Chairperson will announce after a majority roll call vote of the School Board members that the Board will meet in nonpublic session.

DATE:**Adopted:****Reviewed:****Revised:** March 30, 2005**Cancellation:**

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(continued)

Matters discussed and decisions reached in nonpublic session shall be confined to the matters stated in the motion.

The Superintendent, in preparing the agenda for a School Board meeting, shall consider the need for a nonpublic session, and may request that a legal opinion relative to this need be made available to the Board. The Superintendent shall make his recommendation relative to the nonpublic session to the Board.

Decisions Made In Executive Session

Decisions relative to matters exempted from public sessions, as referenced above, may be made by the Board in nonpublic session. Minutes of the nonpublic session, including decisions reached in nonpublic sessions, shall be publicly disclosed within seventy-two (72) hours of said meeting, unless, by recorded vote of 3/5 of the School Board members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board, or would render the proposed action ineffective. In the event of such circumstances, information may be withheld until, in the opinion of a majority of the School Board members, the aforesaid circumstances no longer apply.

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Revised: March 30, 2005

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