

I. Mission, Legal Structure, and System of Governance

C. Bylaws

2. Meetings

ARTICLE II: MEETINGS

SECTION 1. REGULAR MEETINGS

The regular monthly meeting of the Narragansett School Committee will normally be held on the third Wednesday of each month at 7:30 p.m. The Committee may, at its discretion, omit the meetings during the months, July and August. When the third Wednesday of the month falls on a legal holiday the meeting may be rescheduled.

The meeting date as well as the time and/or place may be changed, postponed or canceled by a majority vote of the full Committee membership.

SECTION 2. SPECIAL MEETINGS/EMERGENCY MEETINGS

Special meetings may be called by the Chairperson or upon the written request of any three members. This notice should be made to the clerk or the superintendent. The notice shall state the special matter or matters to be considered and provided that all members receive notice one (1) week prior to the meeting. At such meetings only the business for which the meeting was called will be in order.

Emergency meetings may be called by the Chairperson and approved by a majority of the members when the meeting is deemed necessary and where the public welfare so requires. In such a case the meeting notice and agenda will be posted as soon as possible (RIGL 42-46-6).

SECTION 3. CLOSED MEETINGS

By a majority vote at an open meeting (RIGL 42-46-4), the Narragansett School Committee may call a closed meeting as specified by the Rhode Island Open Meetings Act (RIGL 42-46-5) for the following items:

- 1) Job performance, character, physical or mental health of a person(s) provided that such person or persons affected may require that the discussion be held in open session;
- 2) Collective bargaining or litigation;
- 3) Security matters, including the development of security personnel or devices;
- 4) Investigations into alleged civil or criminal misconduct;
- 5) The lease, acquisition or disposition of public property, where advance public information would be detrimental to the public interest;
- 6) Discussions relative to a prospective business or industry where advance public information would be detrimental to the public interest;
- 7) Investment of public funds where premature disclosure would be detrimental to the public interest;
- 8) Conducting student discipline hearings or reviewing other matters which relate to the privacy

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of students or their records provided that any such student affected may require that the discussion be held in open session.

- 9) Any hearings on, or discussions of, a grievance filed pursuant to a collective bargaining agreement.
- 10) Any discussion of the personal finances of a prospective donor to a library.

The reason for closing a meeting to Executive Session and the vote of each member on a motion to convene in Closed Session must be recorded in the Open Meeting Minutes.

SECTION 4. MEETING LOCATION

The regular meetings of the Narragansett School Committee will be held at Narragansett Pier Middle School, subject to section 1 of this Article.

SECTION 5. POSTING OF MEETINGS

Written notice of the dates, times and places of regularly scheduled meetings must be given at the beginning of each calendar year. As specified by the Rhode Island Open Meetings Act (RIGL 42-46-6), public notice of the agenda will be made available at least 48 hours before scheduled meeting to the press, the staff and community and published in a newspaper of general circulation in the Narragansett school district. Notice of the meeting and agenda will be posted in the Town Hall and all public schools under the Committee's jurisdiction.

SECTION 6. QUORUM/CONDUCT OF MEETINGS

A majority (3) of the entire committee will constitute a quorum. In the absence of both the Chairperson and Vice Chairperson, a temporary Chairperson shall be elected. In the absence of a quorum the only business allowed is to take measures to obtain a quorum, fix a time to adjourn, or take a recess.

All meetings will be conducted according to the latest version of Robert's Rules Of Order. A copy of this handbook will be available for all meetings.

Any time a quorum gathers to discuss the committee's business a meeting is constituted. Consequently, members should be cautious to only hold meetings as permitted by these by-laws and state law.

SECTION 7. WORKSHOPS

Workshops may be scheduled from time to time to provide School Committee members with opportunities for planning and discussion without formal action. Such meetings will be open and held in complete accordance with Rhode Island Open Meeting Law (RIGL 42-46).

Accepted: January 17, 2007