

## BOARD MEETINGS

### Section 4 - Special Meetings

Special meetings of the Board shall be called by such method as the Board may determine, and notice shall be given accordingly, all in a manner consistent with the Board's action and as recorded in the Board's minutes. Unless altered by the Board, the order of business at special meetings shall be as follows:

1. call to order by a statement of purpose for which the meeting was called
2. consideration of items for which the meeting was called
3. adjournment

Official actions may be taken only at a regular or special meeting of the Board. In cases of emergency, the administrator or president may poll members individually on actions to be taken, but such actions shall be officially ratified at the next Board meeting. A Board member or group of Board members as individuals shall not give a decision on matters affecting the operation of ESU #13 to residents, patrons, teachers, employees, pupils, or persons having business with the Board of ESU #13 when not in a regular or special meeting of the Board, unless authorized by the Board to do so.

Legal Reference:	
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