#### Bylaws of the Board

### Time, Place, Notification of Meetings

# **Regular Meetings**

The Orange Board of Education shall file with the Town Clerk, no later than the date specified by the town clerk, the schedule of the regular meetings of the Orange Board of Education, and shall post the schedule on the Orange School District's website at www.oess.org. No meeting shall be held sooner than thirty (30) days after such filing. The schedule will include meeting dates for the upcoming year and will list the first meeting of the following year.

# **Special Meetings**

Notice of each Special Meeting of the Orange Board of Education shall be filed not less than twenty-four (24) hours in advance of the meeting with the Town Clerk and be posted in the Office of the Clerk giving the time and place of the Special Meeting and the business to be transacted. The Special Meeting shall also be posted on the Orange School District's website at www.oess.org. No other business shall be considered by the Orange Board at that Special Meeting. Each member of the Orange Board of Education shall be notified by the Superintendent, or the Superintendent's designee, not less than 24 hours prior to the time of the Special Meeting and shall be advised of the time, place and business to be transacted, although any Orange Board member may waive the 24-hour notification by a written waiver of notice.

#### **Notice of Meetings**

Notice of meetings will be emailed to persons filing a written request renewable in January of each year. The Orange Board of Education may charge a fee for these notices based upon cost of the service, as provided by law.

Revised: February 8, 2016

Bylaw adopted by the Board: April 15, 2013