

POLICY TITLE: <b>Public Meetings or Hearings of the Board of Education</b>		
ADOPTION/EFFECTIVE DATE:	MOST RECENTLY AMENDED: 1/25/2005	MOST RECENTLY REAFFIRMED: 9/9/2002
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: School System Governance		

### 1. Regular Meetings

Board of Education business meetings shall be held on the second and fourth Monday of each month. The first monthly meeting shall begin at 7:00 p.m. and the second monthly meeting shall begin at 6:30 p.m. Both the aforementioned day and times of the meetings may be changed by order of the Board.

The Board of Education shall give reasonable advance notice of its open meetings. This notice shall be in writing and shall include the date, time, place of the meeting and shall be delivered to representatives of the media that regularly report on meetings of the Board of Education and all committees established by the Board of Education.

Meetings shall be held in an appropriate and suitable location at the discretion of the Superintendent with concurrence of the Board of Education of Harford County.

### 2. Special Meetings

Special meetings and briefing meetings may be called by the president or by the secretary at the discretion of the President. Whenever possible, at least 24 hours' notice shall be given to each Board member and the representatives of the press.

### 3. The Board of Education may function as a committee of the whole at informal work sessions between regular meetings.

### 4. Public Hearings

Public hearings may be called by the Board of Education for the purpose of ascertaining public opinion prior to Board action on a specific matter under consideration. After the meeting has been officially opened, the presiding officer shall state the topic for the meeting and may summarize arguments for and against.

### 5. Closed Meetings

The Board has the authority to close meetings under the provisions of the Open Meetings Act Section 10-501 of the State Government Article of the Maryland Annotated Code. A statement of the time, place and purpose of any closed meeting,

the vote by which any meeting was closed and the authority for closing any meetings shall be included in the minutes of the next public meeting.

**Board Approval Acknowledged By:**

*Patricia L. Skebeck*

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Patricia L. Skebeck, Secretary and Treasurer  
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Reaffirmed	2/11/1980	Amended	11/22/2004		
Amended	2/12/1996	Amended	1/25/2005		
Reaffirmed	9/9/2002				
Amended	9/8/2003				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: Unknown		JOB POSITION OF LAST EDITOR/DRAFTER: Unknown
PERSON RESPONSIBLE: Patrick Spicer		JOB POSITION OF PERSON RESPONSIBLE: General Counsel
DESIGNEE NAME: N/A		JOB POSITION OF DESIGNEE: N/A
REFERENCE 1 TYPE:	REFERENCE 1 NO.	REFERENCE 1 DESCRIPTION:
REFERENCE 2 TYPE:	REFERENCE 2 NO.	REFERENCE 2 DESCRIPTION:
REFERENCE 3 TYPE:	REFERENCE 3 NO.	REFERENCE 3 DESCRIPTION:
REFERENCE 4 TYPE:	REFERENCE 4 NO.	REFERENCE 4 DESCRIPTION:
REFERENCE 5 TYPE:	REFERENCE 5 NO.	REFERENCE 5 DESCRIPTION:
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