

School Board Meetings

Meetings of the School Board are held in public with the exception of non-public sessions, as set forth in RSA 91-A. The Superintendent of Schools shall be responsible for establishing an agenda for meetings of the Board.

The Board shall meet at least once every two months. Unless otherwise determined by Board action, regular meetings of the Board shall be held at Portsmouth City Hall Chambers on the 2nd Tuesday of each month.

Notice of all Board meetings will be posted in two appropriate places and published on the city's webpage. The Board reserves the right to amend the agenda during the meeting, should a majority of the Board vote to do so.

All changes of regular meetings from normal dates shall be advertised at least 24 hours prior to the date of the meeting. Special meetings shall be held at the call of the Chairperson.

A majority of the Board shall constitute a quorum.

The School Board recognizes that the consistent attendance of School Board members at Board meetings is essential for the efficient, effective operation of the Board's duties as well as fulfilling our individual obligations as elected officials.

A member of the school board may participate in a meeting electronically from a remote location only when attendance in person is not reasonably practical. The reason for participation from a remote location shall be stated in the minutes of the meeting.

Each member participating electronically must be able to simultaneously hear and speak to each other during the meeting. (Such participation may be aided by the use of assistive IVE technology.) The member participating electronically shall also be audible or otherwise discernible to the public in attendance.

Any member participating electronically must identify all other persons present at the place from which the member is participating.

All votes taken during a school board meeting in which any member participates electronically shall be by roll call vote.

The Chair and vice-chair will formally question any Board member who misses three consecutive meetings or more than 30% of scheduled meetings, for reasons of absences. The Board may take such action that is appropriate. The Board Secretary is responsible for tracking attendance and providing the Chair with attendance reports.

Legal References:

RSA [91-A](#), Access to Public Records and Meetings

N.H. Code of Administrative Rules, Section Ed. [303.01\(f\)](#), Substantive Duties of School Boards