

## **NOTIFICATION OF SCHOOL COMMITTEE MEETINGS**

The times and places and the list of topics that the Chair reasonably anticipates, will be disbursed at the meeting, for all regular and special meetings of the Weston School Committee and of all School Committee subcommittees shall be filed with the Town Clerk and posted at Town Hall in accordance with law, which requires such notification and posting at least 48 hours, excluding Saturdays, Sundays and holidays, in advance of any regular or special meeting. The only exception permitted is in case of emergency, which the law defines as "a sudden, generally unexpected occurrence or set of circumstances demanding immediate action."

It shall be the policy of the Committee to make its regular meeting schedule known, to the extent possible, well in advance through notification to the local newspapers as well as school-related media. Such notification shall include the meeting date, time, and place and may contain information about the agenda.

School Committee members shall be notified of meeting dates or changes of dates as far in advance as possible.

Adopted: November 21, 2011

LEGAL REFS.: M.G.L. Ch. 30A, §§ 18-25