

Red Wing Public Schools
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School Board Meeting Agenda Item

Topic: Meeting Schedule
Contact(s):
Presenter(s): School Board Chair

Nature of Action Requested by Board

Board action
Board information or scheduled report

Background Information

The law includes specific notice requirements that must be satisfied for the board to meet, whether for regular, special, or emergency meetings. Many boards set the regular meeting schedule for the year at the board's organizational meeting.

If the board sets a schedule for regular board meetings to be held during the year, the date, time, and place for such meetings is designated, and the schedule is kept at the district office, then no additional notice of those regular meetings is required (M.S. 13D.04, Subd. 1). If a regular meeting date, time, or location is changed, additional notice is required. Other notice requirements can be found in the MSBA Service Manual, Chapter 13, Law Bulletin C.

When setting the schedule for regular board meetings, the board must keep in mind the dates when meeting restrictions and/or prohibitions apply. The board must avoid scheduling meetings on holidays and between 6 pm and 8 pm on General Election Day (M.S. 204C.03, Subd. 1), State Primary Election Day (M.S. 204D.03), School District Primary Election Day (M.S. 205A.03), and Township Election Day (M.S. 204C.03 and M.S. 205.075), and after 6 pm on Precinct Caucus Day (M.S. 202A.19, Subd. 1).

Attached are two options for School Board Meetings.

Option A -Workshop @ 5:00pm & Board Meeting @ 6:00pm

Option B – Board Meeting @ 5:00pm & Workshop at 7:00pm
(or immediately following the regular meeting)

Recommendation

I move to approve Option ____ as the school board meeting schedule for 2024 as presented.