

CANCELLATION OF SCHOOL BOARD MEETINGS

I. Cancellation of a School Board Meeting that Was Scheduled by the Board:

- A. Definition. For purposes of this policy, a “regular meeting” of the School Board is any Board meeting that is scheduled (or rescheduled) by an official action of the Board, including any vote that directs the holding of a Board meeting and any vote that adopts a policy or schedule that directs the holding of one or more Board meetings.
- B. Cancellation by the School Board. By motion and vote (or by unanimous consent) at a properly noticed Board meeting, the Board may cancel and, if appropriate, reschedule any regular meeting that the Board previously scheduled.
- C. Cancellation by the Board President. In addition, unless the Board has taken specific action to suspend such authority as applied to a specific meeting, the Board delegates authority to the Board President to cancel a scheduled regular meeting if the President determines that cancellation is necessary or in the District’s best interests and that circumstances otherwise reasonably permit advance cancellation of the meeting.
- D. Notice of Cancellation. If the Board President decides to cancel a regular meeting, the President or his/her designee shall provide notice of the cancellation decision to at least the following:
1. To each Board member in a manner that is likely to give the Board member notice of the cancellation.
 2. To the public and to any members of the news media who regularly receive notice of Board meetings from the District if public notice of the date, time, location, and subject matter of the cancelled meeting was already given under the open meetings law.
- E. Rescheduling a Cancelled Regular Meeting. Subject to any specific directives of the Board, if the Board or Board President cancels a regular meeting, the Board President may add any of the planned subject matter of the cancelled meeting to the agenda and notice of any other Board meeting that may be scheduled. In addition, whenever the Board President cancels a regular meeting, the Board President shall specifically determine if it is necessary or otherwise in the best interests of the District to hold an additional Board meeting in place of the cancelled meeting and prior to the next-scheduled regular meeting. If the President determines that holding any such additional meeting is necessary or appropriate, the President may do any of the following:
1. Include the subject matter of rescheduling the canceled meeting as part of the agenda and notice of any other Board meeting so that the Board as a whole may discuss and directly establish a date, time, and (if needed) location for a meeting to be held in place of the cancelled regular meeting.
 2. Under the President’s statutory authority to do so, call and give notice of an additional Board meeting, for a date, time, and location determined by the President, to address some or all of the subject matter that had been planned for the cancelled meeting.

II. Cancellation of a Board Meeting Called by the President

- A. Cancellation by the Board President.

1. The Board President has discretion to cancel and, if appropriate, reschedule a Board meeting that the President initially called under his/her statutory authority to call meetings.
2. If the members of the Board, the public, or members of news media have already been notified of a meeting that is being cancelled, the President or his/her designee shall issue notice of cancellation as described above in connection with the cancellation of a regular Board meeting.

B. Cancellation by the School Board. To avoid disputes regarding final authority, the Board will not take action to cancel (either with or without intent to reschedule) a meeting that has been called by the President unless the President consents to the cancellation. However, at any meeting called by the President, the Board may take action to postpone agenda items or even to immediately adjourn the meeting.

III. Cancellation of a Board Meeting Called by a Request Signed by a Majority of Board Members

In addition to any lawful authority that the Board as a whole may have with respect to cancelling or rescheduling such meetings, the Board President may cancel or reschedule a meeting called pursuant to a request signed by a majority of the members of the Board upon the withdrawal or amendment of the request.

ADOPTED: January 9, 2022

LEGAL REF.: Wisconsin Statutes: Section 19.81(2)
Section 19.83
Section 19.84
Section 120.4
Section 995.20

CROSS REF.:

REVIEW DATE:

1/9/2023