

MAYNARD PUBLIC SCHOOLS



School Committee Policy:

#114

School Committee Minutes

The minutes of the meetings of the Maynard School Committee will include the following items of information:

1. The date, times, and place of the meetings;
2. The names of the Committee members and administrators in attendance at the meeting;
3. Actions taken by the Committee including a record of the vote on such action. The names of members opposed to or abstaining on a motion will be so recorded;
4. A brief description of topics discussed even when no action is taken.

Except for the minutes of executive sessions, the minutes shall become a public record and shall be available to the public.

Date Approved: 4/29/04
Earlier Version: 4/88, 6/93, 3/25/99
Legal Reference: MGL 4:7, 66:10
