

MINUTES OF BOARD MEETINGS

Minutes of school board meetings must be available to the public according to the provisions of the Freedom of Information Law within two weeks from the date of the meeting. Minutes taken at executive sessions of the board, of an action taken by formal vote, shall be available to the public within one week. Such minutes need not contain any matter which is not required to be made public. The law also requires that the vote of each board member, on each matter acted upon, be recorded in the minutes.

Legal Reference: Section 101, 87, sub. 3, Public Officers Law