

MINUTES

The Superintendent, in his/her function as Committee Secretary, shall keep accurate records of all meetings of the Committee. Minutes of all meetings shall be mailed to all Committee members and made available to the public.

The minutes of each meeting shall reflect the names of the members present, those absent with excuse (if any), and those absent without excuse (if any).

Legal Reference: 20-A MRSA § 1055

Cross Reference: BBBDA - Board Declared Vacancy Caused by Absenteeism

Adopted: 2/12/04