

SCHOOL BOARD MEETING MINUTES

1. A copy of motions/resolutions shall be carefully recorded. The names of those who make motions/resolutions, second the motions/resolutions, and those who vote ayes and nays on resolutions shall be recorded. The chairman shall declare the motion/resolution adopted or rejected.
2. The official minutes shall be bound and kept in the office of the Superintendent of Schools.
3. Publishing of minutes shall be made in the legal newspaper according to law.
4. All records of the School Board shall be available to citizens for inspection at the Educational Service Center.

Anoka-Hennepin District No. 11
Coon Rapids, MN 55433
Adopted: July 1, 1977
Revised: November 27, 2006