

**ABSENCES FROM BOARD MEETINGS AND WORKSHOPS**

When a member must be absent from a regular meeting or workshop of the School Board for any reason, that member shall contact the Board Chair and request to be excused from the meeting. The Chair shall determine whether or not the request shall be granted, unless otherwise ruled by a majority of the Board. If the Chair must be absent, he/she shall contact the Vice-Chair. 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).

An absence for any of the following reasons shall be routinely considered an excused absence: illness of the member or members of his/her immediate family, death in the member's family, a short-term family obligation, or unavoidable commitment related to the member's employment (so long as such a commitment is not of the type which prevents the member from attending on a regular basis). Absences for reasons other than those identified above shall be considered by the Board Chair on an individual basis.

The Board also retains the right to declare a vacancy in accordance with 20-A MRSA §1474 (which states that a vacancy may be declared by the Board when a director is absent without excuse from three (3) consecutive regular Board meetings) and this policy.

*Legal Reference:*                    **20-A MRSA § 1474**  
*Cross Reference:*                **BCA - Board Member Code of Ethics**

<b>FIRST READING:</b>	<b>March 20, 2014</b>
<b>SECOND READING:</b>	<b>March 27, 2014</b>
<b>ADOPTION:</b>	<b>March 27, 2014</b>
<b>FIRST READING OF REVISIONS:</b>	<b>April 12, 2018</b>
<b>SECOND READING OF REVISIONS:</b>	<b>April 26, 2018</b>
<b>THIRD READING OF REVISIONS:</b>	<b>May 10, 2018</b>
<b>ADOPTION OF REVISIONS:</b>	<b>May 10, 2018</b>