

**HOOKSETT SCHOOL DISTRICT  
NON-PUBLIC SESSIONS**

The School Board reserves the right to sit in non-public session closed to the public and media when a majority of the members present and voting so vote (recorded roll call vote required). As required by law, the motion calling for a non-public session will indicate the matters to be discussed and the statutory exception stated.

The Board may entertain a motion to hold a non-public session only for those deliberations or for those purposes which the law recognizes.

No official, final action may be taken by the Board at a non-public session except as allowed by RSA 91-A:3. In order to act upon most items considered at a non-public session, the Board will reconvene in open session.

The Board shall record minutes of all nonpublic sessions. Non-public session minutes will be made publicly available within 72 hours of the non-public session, unless the Board votes to seal the minutes. The Board may seal minutes of a non-public session only by a two-thirds vote. The Board will only vote to seal minutes of non-public sessions if divulging such information would:

1. Adversely affect the reputation of a person other than a member of the Board;
2. Render a proposed board action ineffective; or
3. Thwart safety considerations pertaining to terrorism or other emergency functions of the Board.

Board members and any persons attending a non-public session are duty-bound not to disclose any details of the discussion held.

The Superintendent or his/her designated representative may attend all non-public sessions except those which pertain to the Superintendent's employment.

Legal References: RSA 91-A:3, RSA 91-A:4, RSA 42:1a

Adopted: October 12, 1999  
Revised: May 3, 2011  
Revised: April 19, 2016  
Revised: October 18, 2022