

## **171.1 PUBLIC NOTIFICATION OF BOARD MEETINGS**

Notice of all Board meetings shall be given to the public, sent to the Lake Geneva Regional News, and sent to other news media or interested persons who have filed a written request for such notice. Board meeting public notices are posted at the following locations: Williams Bay Middle/High School office, Williams Bay Elementary School office, Williams Bay Post Office, Barrett Memorial Library, and the Williams Bay Village Hall. Board meeting public notices are also posted on the district website [www.williamsbayschools.org](http://www.williamsbayschools.org).

The public notice shall set forth the time, date, place, and subject matter of the meeting, including any intent of the meeting going into closed session and the subject to be considered in closed session.

Public notice of all Board meetings shall be given at least 24 hours before the meeting time unless it is impossible or impractical to do so. In no case will notice be given less than two hours before meeting time.

LEGAL REFERENCE: Wisconsin Statutes, Section 19.84

APPROVED: November 11, 2002

REVIEWED: March 9, 2015

APPROVED: March 13, 2017

REVIEWED: December 21, 2020