



AP 2320 Special and Emergency Meetings

References: Government Code Sections 54956, 54956.5;
Education Code Section 72023.5, 72129

Approved: August 1, 2010

Last Revised:

Last Reviewed:

Special Meetings

Whenever a special meeting of the Board of Trustees is called, the Superintendent/President shall cause the call and notice to be posted at least 24 hours prior to the meeting in a location freely accessible to the public.

The Superintendent/President shall also ensure that the following notices of the meeting are delivered at least 24 hours before the time of the meeting as set out in the notice:

- written notice to each member of the Board, including the student member;
- written notice to media outlets that have previously requested in writing to be provided notice of special meetings.

The notice shall specify the time and place of the special meeting and the business to be transacted or discussed. The notice may be waived by members of the Board in writing either prior to or at the time of the meeting.

Emergency Meetings

Whenever an emergency meeting of the Board is called, the Superintendent/President shall cause notice to be provided by telephone at least one hour prior to media outlets that have requested notice of special meetings. If telephone services are not functioning, the Superintendent/President shall provide the newspapers, radio stations, and television stations with information regarding the purpose of the meeting and any action taken at the meeting as soon after the meeting as possible.