

SPECIAL & EMERGENCY MEETINGS OF THE GOVERNING BOARD

References: *Education Code Section 72129;*
 Government Code Sections 54956 and 54956.5

When a special meeting of the Governing Board is called, the Superintendent/President shall cause 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 either personally or by other means:

- Written notice to each member of the Governing Board, including the Student Trustee.
- Written notice to each local newspaper of general circulation, and each radio or television station that has previously requested in writing to be provided notice of special meetings.

The written notice must be received at least 24 hours before the time of the meeting as set out in the notice. 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 Governing Board in writing either prior to or at the time of the meeting.

When an emergency meeting of the Governing Board is called, the Superintendent/President shall cause notice to be provided in compliance with Government Code 54956.5 at least one hour prior to the meeting to each local newspaper of general circulation and each radio or television station that has requested notice of special meetings. In the case of a dire emergency as defined by Government Code 54956.5(a)(2), such notice shall be provided at or near the time the Governing Board members are notified of the emergency meeting.

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.