

NOTIFICATION OF BOARD MEETINGS

The District will inform the public of Board meetings in accordance with law. The Board secretary has the responsibility to post notice of Board meetings, subject to direction by the superintendent. Each individual Board member has the responsibility to notify the Board secretary of items to be included on the agenda so that the item may be included in the legal posting.

All Meetings

In addition to the criteria listed below, notice of all Board meetings shall be given at least 24 hours in advance of the meeting, exclusive of weekends and holidays when school is closed, unless for good cause such notice is impossible or impractical, in which case as much notice as is reasonably possible shall be given. The nature of the good cause must be stated in the minutes.

The notice shall be posted on a bulletin board or other easily accessible public place clearly designated for that purpose at the principle Board office. All interested news media organizations will be notified concurrently with members of the Board, upon request, of all Board meetings. To be notified of these meetings, a news media organization should make a request to the Board secretary.

Open Meetings

Public notice of an open meeting will include the time, date, place and a tentative agenda advising the public of the matters to be considered.

Closed Meetings

Public notice of a closed meeting will include the time, date and place of the meeting and the specific statutory exemption under which the meeting will be closed.

In addition, a majority of a quorum of the Board shall vote to close a meeting, in accordance with law. The reason for holding the closed meeting, with reference to the specific statutory exemption relied upon for closure and the roll call vote of each member on the question of holding a closed meeting, shall be announced publicly at an open session and entered into the minutes.

Electronic Meetings

If the meeting will be conducted by telephone or other electronic means, the notice of the meeting shall identify the mode by which the meeting will be conducted and the designated location where the public may observe and attend the meeting, if open. If the meeting will be conducted by Internet chat, Internet message board or other computer link, the District shall post a notice of the meeting on its website, in addition to other postings, and shall notify the public how to access that meeting, if open.

Committees

A formal subcommittee of the Board may conduct a meeting without advance notice during a lawful Board meeting, a recess of, or immediately following that meeting. The subcommittee's meeting must be announced at the Board meeting and the subject of the subcommittee meeting must reasonably coincide with the subjects discussed at the Board meeting.

Adopted: March 19, 1984
 November 10, 1987
 March 14, 1995
 July 13, 1999
 June 13, 2000
 October 8, 2002

Revised: February 22, 2011

Legal Refs.: § 610.010 -.029, RSMo.