

## NOTIFICATION OF SCHOOL BOARD MEETINGS

### Regular Meetings

The School Board and any committees thereof shall give notice of the date, time, and location of its meetings by placing a notice in a prominent public location at which notices are regularly posted and/or in the central office of the School Board at least three working days prior to the meeting. In addition, the Board and any committees thereof shall publish notice of their meetings by electronic means whenever feasible. At least one copy of all agenda packets and other non-exempt materials furnished to members of the School Board and any committees thereof shall be made available for public inspection at the same time the documents are furnished to the members of the School Board or committee.

### Special Meetings

Notice, reasonable under the circumstance or special or emergency meetings shall be given contemporaneously with the notice provided to members of the School Board or committee.

### Notification of Closed Meetings Held Solely for the Purpose of Interviewing Candidates for the Position of Superintendent

The notice provisions described above do not apply to closed meetings of the Board held solely for the purpose of interviewing candidates for the position of superintendent. Prior to any such closed meeting the School Board shall announce in an open meeting that such closed meeting shall be held at a disclosed or undisclosed location within fifteen days thereafter.

### Direct Notification

Notice of all school board meetings shall be furnished directly to any person who requests such information. Requests to be notified of all meetings should be made at least once a year in writing and include the requester's name, address, zip code, daytime telephone number, electronic mail address, if available, and organization, if any. Unless the person making the request objects, the school division may provide electronic notice of all meetings in response to such requests.

<b>ADOPTED:</b>	February 8, 1983
<b>REVISED:</b>	November 11, 1986 July 1, 1991 September 14, 1999 July 9, 2002 May 10, 2005 April 14, 2009 April 9, 2013
<b>LEGAL REFERENCE:</b>	Code of Virginia, 1950, as amended, § 2.2-3707.
<b>CROSS REFERENCES:</b>	BCE School Board Committees BCEA Disciplinary Committee BCF Advisory Committees to the School Board BDA Regular School Board Meetings BDB Special School Board Meetings