

SCHOOL BOARD GOVERNANCE AND OPERATIONS

File: BDDA

NOTIFICATION OF SCHOOL BOARD MEETINGS

Regular Meetings

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

Special Meetings

Notice, reasonable under the circumstance, of 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 on a continual basis shall be made at least once a year in writing and will 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.

Adopted: August 6, 1998
Revised: October 16, 2003
Reviewed: December 20, 2007
Revised: June 19, 2009
Revised: June 25, 2013

Legal Reference: Code of Virginia, 1950, as amended, section 2.2-3707

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Cross References:	BCE	School Board Committees
	BCEA	Disciplinary Committee
	BCF	Advisory Committees to the School Board
	BDA	Regular School Board Meetings
	BDB	Special School Board Meetings