

MEETING NOTICE

Public notice shall be given for meetings and work sessions held by the board. Public notice shall indicate the time, place, date and tentative agenda of board meetings. The public notice shall be posted on the bulletin board in the superintendent's office at least twenty-four hours before the meeting is scheduled to begin.

A copy of the public notice will be provided to those who have filed a request for notice with the secretary. These requests for notice must be in writing and renewed annually.

In the case of special meetings, public notice shall be given in the same manner as for a regular meeting unless it is an emergency meeting. In that case, public notice of the meeting shall be given as soon as practical and possible in light of the circumstances surrounding the emergency. The media and others who have requested notice shall be of the emergency meeting. Attendance at a special meeting or emergency meeting by the media or other individuals shall constitute a waiver of notice by the attendee.

It shall be the responsibility of the board secretary to give public notice of board meetings and work sessions.

Legal Reference: Dobrovolny v. Reinhardt, 173 N.W.2d 837 (Iowa 1970).
Iowa Code §§ 21.3,.4; 279.1,.2 (1991).
1952 Op. Att'y Gen. 133.

Cross Reference: 200.2 Organization of the Board of Directors
211.2 Regular Meeting
211.3 Special Meeting
214 Board of Directors' Meeting Agenda

Approved: 7-01-92

Reviewed: 11-11-96, 11-9-98,
11-12-01, 11-8-04, 12-10-07,
12-12-11, 12-11-14

Revised: