



Board Policy
Chapter 2 – Board of Trustees

BP 2320 SPECIAL AND EMERGENCY MEETINGS

Special Meetings

A special meeting of the Board of Trustees may be ordered at any time by the Chair of the Board, the Superintendent/President, or by a written request of a majority of the members of the Board of Trustees.

Notice of such meetings shall be posted at least 24 hours before the time of the meeting and shall be noticed in accordance with the Brown Act. Notices of special meetings must be delivered and received at least 24 hours in advance, either personally or by mail, to each member of the Board of Trustees, local newspapers of general circulation, and radio or television stations requesting such notices, and posted in appropriate areas for faculty, staff, students and the public. The notice shall specify the time and place of the special meeting and the business to be transacted. No business other than that included in the notice may be transacted or discussed.

Special meetings shall be open to the public in the same manner as are regular and adjourned meetings. The only exception to this requirement occurs when the Board of Trustees meets in closed session, in which case the statutes which apply to closed sessions will become effective.

Emergency Meetings

Emergency meetings may be called by the Chair of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety. No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency.

The Superintendent/President shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

References:

Education Code Section 72129;
Government Code Sections 54956, 54956.5, 54957, and 54962

Adopted: May 1, 2000

Revised: December 1, 2003, June 6, 2017

(Replaces former SMC BP 1512)