

MEETINGS OF THE BOARD OF TRUSTEES	1110
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The Board of Trustees shall conduct all of its meetings in accordance with Robert's Rules of Order, Revised.

Regular Meeting

The date and time of regular meetings of the Board for the coming year shall be established at the annual organizational meeting. When a Board meeting falls on a school holiday, the meeting will normally be held on the following day, at the same hour and location. All meetings shall be held in Room 5401, Building 5400, Conference Center in the Cuesta College Student Center, Cuesta College San Luis Obispo Campus, San Luis Obispo, California, unless otherwise specified.

Special Meetings

Special meetings may from time to time be called by the President of the Board or by a majority of the members of the Board. No business other than that included in the notice may be transacted or discussed.

Emergency Meetings

Emergency meetings may be called by the President 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.

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

Reference: Education Code 72000 (d) Education Code 72129, Government Code Section 54956; CCLC 2310 CCLC 2320, Brown Act

(Revised: 5/5/93, 2/7/01, 10/1/03)

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Special Meetings

Whenever a special meeting of the Board of Trustees is called, the Superintendent/President shall cause the call and notice to be posted at least twenty-four (24) hours prior to the meeting in a location freely accessible to the public. The Superintendent/President shall also ensure that the following notices of the meeting are delivered either personally or by other means:

Written notice to each member of the Board, including the student trustee.

Written notice to each local newspaper of general circulation, and each radio or television station that has previously requested in writing to be provided notice of special meetings.

The written notice must be received at least twenty-four (24) hours before the time of the meeting as set out in the notice. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed. The notice may be waived by members of the Board in writing either prior to or at the time of the meeting.

Emergency Meetings

The special meetings provisions apply to emergency meetings, except for the twenty-four (24) hour notice. Whenever an emergency meeting of the Board is called, the Superintendent/President shall cause notice to be provided by telephone at least one hour prior to the meeting to each local newspaper of general circulation and each radio or television station that has requested notice of special meetings. If telephone services are not functioning, the Superintendent/President shall provide the newspapers, radio stations and television stations with information regarding the purpose of the meeting and any action taken at the meeting as soon after the meeting as possible.

Reference: Gov Code Sections 54956; 54956.5, Ed Code Sections 72023.5; 72129, CCLC 2320, Brown Act
(Revised: 11/25/74, 10/1/03)