

Houston County Board of Education

Monitoring:
**Review: Annually,
in July**

Descriptor Term:
Notification of Meetings

Descriptor Code:
1.402

Issued Date:
06/12/23

Rescinds:
BCBB

Issued:
07/08/13

The Board shall ensure adequate public notice¹ of all regular meetings by publishing a complete schedule for the entire school year. This schedule shall be posted in the central office, each school, and on the school system's website and sent to local news media and the president of the local education association.²

In the event of a special board meeting, notice shall be provided at least forty-eight (48) hours prior to the meeting and shall be posted in the same locations and in the same manner as regular board meetings. All notices of special board meetings shall state the time, place, and purpose of the meeting.

The only exception permitted is in case of emergency, defined for this policy as "a sudden, generally unexpected occurrence or set of circumstances demanding immediate action." In such exceptions, notice shall be given to all appropriate parties as is practical.

Notice of all meetings with actionable items on the agenda, with the exception of teacher disciplinary hearings, shall include information on how community members can participate in the public comment portion of the board meeting.³

Legal References

1. TCA 8-44-103
2. TCA 49-2-202(c)(1)
3. Public Acts of 2023, Chapter No. 300

Cross References

School Board Meetings 1.400