

CAMBRIAN SCHOOL DISTRICT
Board Policy

Policy 9320.1

Adopted: December 10, 2002

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BYLAWS OF THE BOARD

Special Board Meetings

I. Special Meetings (Non-Emergency)

Special meetings of the board may be called by the President and the Clerk, or any three members of the Board when circumstances require. No meeting may be called on shorter notice than twenty-four hours, nor without written notice sent to each member previous to the meeting by the Secretary, unless written waiver is obtained from each member of the Board. No business shall be transacted at such a meeting except that contained in the written notice of the meeting.

II. Special Meetings (Emergency)

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the governing board may hold a special meeting without complying with the 24-hour notice requirement of Government Code Section 54956. An emergency situation means any of the following:

- A. A work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the governing board.
- B. A crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the governing board.

Each local newspaper of general circulation and radio or television station which has requested notice of special meetings shall be notified by the president of the governing board or the President's designee, one hour prior to the special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the governing board or its designee shall notify such newspapers, radio stations, or television stations of the fact of the holding of the meeting, and of any action taken by the board, as soon after the meeting as possible.

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No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the 24-hour notice. The minutes of the meeting, a list of persons the president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at such meeting shall be posted for a minimum of ten days in a public place as soon after the meeting as possible. (Government Code 54956.5)

III. Public Hearings shall be called at the discretion of the Board or as stipulated by Policy. The procedure shall be:

- A. The President shall state the issue and the position, if any, of the Board.
- B. The Clerk shall secure names of all persons wishing to be heard. Persons not responding to the Clerk's request shall not be heard.

The Clerk shall restate the call for names from time to time.

- C. The President shall set a reasonable time limit per speaker.
- D. The Clerk shall call the speakers for presentation of their views.
- E. The President shall notify speakers when their time has expired.
- F. After all the speakers have been heard, the President shall indicate that questions pertinent directly to the issue may be directed to the Board, unless prohibited by Policy.