

## COMMUNITY RELATIONS

### Notification of School Board Meetings

#### A. Generally

The School Board, through the Clerk, shall give notice of the date, time, ~~and location, and~~ remote location, if required, of its meetings by placing the notice in a prominent public location at which notices are regularly posted, in the office of the Clerk of the School Board, and on the School Division's website. ~~website or other electronic mediums~~. Notice, reasonable under the circumstance, of special or emergency meetings shall be given contemporaneously with the notice provided to the School Board Members and in accordance with applicable law. The Clerk shall also publish an annual notice of all regularly scheduled School Board meetings.

#### B. Notification of School Board Meetings on a Continual Basis

Any person may annually file with the Clerk a written request for notification of School Board meetings with the Clerk. The request shall include the requestor's name, address, zip code, daytime telephone number, electronic mail address, if available, and organization, if any. ~~with the appropriate identifying information, and the Clerk will plan to have a~~ Notice of all School Board meetings will be made directly to the requestor. Without objection by the requestor, notice may be provided by electronic means, including by electronic notice if agreed to by the requestor.

#### C. Public Attendance

Members of the public are encouraged to attend all open meetings of the School Board. Any person wishing to address the School Board should abide by the procedures as outlined in the School Board Bylaw 1-47, Public Participation. Members of the public requiring accommodation to attend, listen to or observe an open School Board Meeting should contact the Clerk of the School Board in advance of the meeting.

#### Legal Reference

Code of Virginia §2.2-37007, ~~et seq.~~, as amended. Meetings to be public; notice of meetings; recordings; minutes. ~~Virginia Freedom of Information Act.~~

#### Related Links

School Board [Bylaw 1-47](#)

Adopted by School Board: February 15, 1977

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: October 20, 1992

Amended by School Board: August 19, 2014

Amended by School Board: April 30, 2019

Amended by School Board: 2025

APPROVED AS TO  
LEGAL SUFFICIENCY

Kamala H. Lenetti