

Board Meeting Notification Policy

The Board of Directors of the School, through its designee, shall provide notice of meetings as follows:

Posting & Communication

Notice of the time and place of meetings shall be communicated by electronic mail to each board member and officer, to the School's Sponsor, to the School's Operator, if any, and to any other person who requests to be so notified. Notice of time and place of meetings shall be physically posted in conspicuous places at the School, including at the main office, plus any other location at the school's discretion. Notice of time and place of meetings shall be posted on the School's website and, to the extent, possible, included in hard copy newsletters to parents of the school's students.

Timing of Notice

Notice of the time and place of the regular meetings shall be provided at least 7 days in advance or as soon as practicable.

Special Meetings

A special meeting may be called by the Board President or any Director by serving written notice, which includes e-mail, of the time and place and purpose of the meeting upon each Board Member at least 24 hours before the date of the meeting. Notice of the time, place and purpose of the Board's special meeting will be posted and communicated in the manner and to the individuals and entities described herein to the extent practicable and such notice shall be provided to any media outlets which have requested such notice.

Emergency Meetings

In the event an emergency meeting is called, notice of the time, place, and purpose of the meeting will be provided immediately to all media outlets that have specifically requested such notice and all other posting and communications methods will be used to the extent practicable.

Cancellations

Meetings can be cancelled for any reason. When a meeting is cancelled, notice of cancellation shall be prominently posted at the meeting site.

Advanced Notification

Any person may request advance notification of meetings at which any specific type of public business is to be discussed. A person desiring such advance notification may submit such request to the Board President or designee and if paper copy mail notification is requested, the requestor shall pay 10 cents per page and provide self-addressed, stamped envelopes.