

I. REGULAR MEETINGS

The regular monthly meetings of the Board of Education shall be held on the second Monday of each month. Such meetings shall be held at 6:00 P.M. prevailing Mountain Time. All regular meetings shall be held in the School Board Room, School Administration Building, 501 West Fourth Street, Lordsburg, New Mexico. Notice of regular meetings shall be given by publishing this resolution once in a local newspaper within 30 days of adoption of this resolution. Notice of any rescheduled regular meetings will be given ten (10) days in advance of such meeting date, by publishing notice once in a local newspaper of general circulation. The notice shall indicate how a copy of the agenda can be obtained. The agenda shall be available to the public at least 24 hours before any regular meeting. Additionally, notice will be given by posting notice of each meeting on the District's electronic marquee.

II. SPECIAL MEETINGS

Special meetings of the Board of Education shall be called by the President of the Board when, in his/her opinion it is necessary, or when requested by three members of the Board of Education. A special meeting may be held at such time and place as determined by the President of the Board of Education. Notice to the public of special meetings shall be given by posting a written notice thereof at the office of the Superintendent of Schools, at Lordsburg City Hall, and at the Hidalgo County Courthouse at least three (3) business days prior to the beginning of the meeting. The notice shall specify the time and place of the special meeting and shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least 24 hours before any special meeting. The Superintendent of Schools shall also mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings. Additionally, notice will be given by posting notice of each meeting on the District's electronic marquee.

III. EMERGENCY MEETINGS

Emergency meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Board will avoid emergency meetings whenever possible. Emergency meetings may be called by the President or a majority of the members upon twenty-four (24) hours notice, unless threat of personal injury or property damage require less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Notice of emergency meetings shall be given to the public by posting notice of the date, time, place, and agenda in the office of Superintendent of Schools. The Superintendent shall also provide telephone notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. Additionally, notice will be given by posting notice of each meeting on the District's electronic marquee.

IV. CLOSED MEETINGS

The Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under section 10-15-1(H) of the Open Meetings Act.

If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board taken during the open meeting. The authority of the closure and the subjects to be discussed shall be stated with reasonable specificity in the motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting.

If the decision to hold a closed meeting is made when the Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and the general public.

Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of the discussion in a closed meeting shall be made by vote of the Board in an open public meeting.

V. ANNUAL REVIEW

This section shall be reviewed annually by the Board of Education and amended as necessary.