

## BOARD OF DIRECTORS

### MEETINGS

Board meetings will be scheduled in compliance with the law and as deemed by the board to be in the best interests of the district and community. The board will function through (1) regular meetings, (2) special meetings, and (3) emergency meetings.

Public notice shall be properly given for any special meeting; whenever a regular meeting is adjourned to another time; or, when a regular meeting is to be held at a place other than the board office, Administrative Service Center Building.

Regular meetings shall be held at 7:00 p.m. on the 2nd and 4th Tuesdays of each month in the board office or at other times and places as determined by a majority vote. If regular meetings are to be held at places other than the board office or are adjourned to times other than a regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings. All regular meetings of the board shall be held within the district boundaries. When a regular meeting date falls on a legal holiday, the meeting shall be rescheduled.

Special meetings may be called by the president or on a petition of a majority of the board members. A written notice of a special meeting, stating the purpose of the meeting, shall be delivered to each board member not less than twenty-four (24) hours prior to the time of the meeting. Written notice shall also be sent not less than twenty-four (24) hours prior to the meeting to each newspaper and radio or television station that has filed a written request for such notices. Final disposition shall not be taken on any matter other than those items stated in the meeting notice.

In the event of an emergency involving fire, flood, earthquake, possible personal injury or property damage, the board may meet immediately and take official action without prior notification.

All meetings shall be open to the public with the exception of executive sessions authorized by law. Final action resulting from executive session discussions will be taken during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, shall be the office of the board. The district's public records shall be open for inspection in the manner provided by and subject to the limitation of the law.

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Cross Reference:	Board Policy 1410	Executive or Closed Sessions
Legal References:	RCW 28A.315.510 28A.330.070	Directors--Meetings Office of board—Records available for public inspection
	Ch. 42.30 RCW	Open Public Meetings Act
	42 U.S.C §§ 12101 - 12213 Americans with Disabilities Act	

Adoption Date: June 14, 2004  
Wenatchee School District