

**District:** Tupelo Public School District  
**Section:** B - School Board Operations  
**Policy Code:** BCAC - Special Meetings of the Board

## **SPECIAL BOARD MEETINGS**

1. Special meetings of the Board may be held upon the call of the president or a majority of the members of the Board.
2. A public notice of the place, date, hour, and subject matter of any called special meeting shall be:
  - a. posted in a prominent place at the District Administrative Offices, 72 South Green Street Tupelo, MS, within one (1) hour after such meeting is called; and
  - b. posted on the District's website not less than one (1) hour before the meeting; and
  - c. transmitted via email or facsimile not less than one (1) hour before the meeting to any citizen and any publication, broadcast and digital media with a general circulation or coverage within the District that has submitted in writing its interest in receiving these notices.
3. A second notice may be posted at the Hancock Leadership Center, 1920 Briar Ridge Road, Tupelo, MS at the discretion of the superintendent.
4. A copy of the notice will be made a part of the minutes of the Board.

Legal Reference MCA §37-6-11

Last Review Date: \_\_\_\_\_  
Review History:

## **ADMINISTRATIVE PROCEDURES**

1. The District may purge the list of publications, broadcasts or digital media that have requested to receive the notices once every twenty-four (24) months. After the purge, any publication, broadcast or digital media may resubmit in writing its interest in receiving the notices.

2. There is no additional notice requirement for meetings held in cases of emergencies.

**Adopted Date:** 7/13/1999

**Approved/Revised Date:**