

# ADVISORY 241

*Note:* This material is written by NMSBA for informational purposes only, and not as legal advice. You may wish to consult with your attorney for further explanation and advice as to the content of this advisory.

## NOTIFICATION OF BOARD MEETINGS

The posting place for all notices of meetings shall be in an area available to the public twenty-four (24) hours per day, well lighted, and with at least one (1) of the locations reasonably close to the District office.

Notice of regular meetings shall be posted throughout the community at the following locations:

- District office;
- All District schools; and
- Other locations as appropriate.

At least ten (10) days notice shall be given for any regular meeting and three (3) days for any special meeting time and place with the exception of an actual emergency, in which case such notice as is appropriate to the circumstances shall be given (usually twenty-four [24] hours). Notice shall be provided to Board members at least ten (10) days prior to the regular meeting, three (3) days prior to the special meeting and as appropriate to the circumstances for emergency meetings of time and place so that they may make plans to be present.

All meeting notifications shall include a link or shall otherwise provide information to enable the public to access the live audio and video webcast of the meeting.

*Adopted:* date of manual adoption

LEGAL REF.: 10-15-1 NMSA (1978)

CROSS REF.: BE - School Board Meetings  
BEC - Executive Sessions/Open Meetings

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