

## Notification of Board Meetings

The charter board shall give full and timely notice to the public of any meeting of three or more Board Members at which public business may be discussed or any formal action taken, including special, regular, and work session meetings and retreats.

At its first regular meeting of the calendar year, the Charter Board shall designate the public place or places at which notice of all Charter Board meetings shall be posted if the Charter Board is unable to post notice of a Charter Board meeting online due to exigent or emergency circumstances such as a power outage or an interruption in Internet service. In the event such action is not taken annually, the designated public place(s) used in the previous year shall continue as the official posting site(s).

At a minimum, the Charter Board shall cause notice of regular and special meetings and work sessions to be posted on the charter school's website no less than 24 hours prior to the meeting. This notice shall include specific agenda information where possible.

The charter school shall maintain a list of persons who, within the previous two years, have requested notification of all meetings or of meetings when certain specified policies will be discussed. These individuals will be provided reasonable advance notification of such Charter Board meetings.

### Notice to the Board

The administrator or designee shall provide the agenda, together with meeting materials and the minutes of the last regular meeting, to Charter Board members no later than 72 hours before next regular meeting.

LEGAL REFS: C.R.S. 22-32-108 (2), (3) (*meetings of the board*)  
C.R.S. 24-6-402 (2)(c) (*notice of meeting "shall include specific agenda information where possible"*)  
C.R.S. 24-6-402 (2)(c)(III) (*"full and timely notice" requirement is met if the charter school notice of meeting on the charter school's website no less than 24 hours prior to meeting*)  
C.R.S. 24-6-402 (7) (*charter school must keep list of persons who have requested notification of meetings when specified policies are discussed and provide reasonable advance notice to such person*)

CROSS REFS: BE, School Board Meetings/Regular Meetings/Special Meetings  
BEDB, Agenda

First Reading Date: 11-18-20

Adoption Date: 1-20-21

Lake George Charter School

(Rev. 12-2-20)