

Hamilton County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Notification of Meetings	Descriptor Code: 1.402	Issued Date: 12/16/04
		Rescinds:	Issued: 10/20/22

1 Adequate notice of meetings¹ in the case of regular meetings shall consist of the approval of a schedule
2 of all regular meetings for the Board for a year and subsequent posting of this list on the district
3 website. The schedule shall also be sent to the president of the local education association²
4 and to the local news media for periodic announcement. No other no-tice of regular
5 meetings shall be necessary beyond those stated and the holding of the particular regular
6 meetings at the appointed times, if the date and time of the next regular meeting was announced
7 at the last held board meeting.

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9 In the case of special board meetings, notice shall be posted in the same locations with notice sent to the
10 local news media and the president of the local education association, as in the case of regular meetings,
11 at least forty-eight (48) hours prior to the meeting.

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13 The only exception permitted is in case of emergency, defined for this policy as “a sudden,
14 generally unexpected occurrence or set of circumstances demanding immediate action.” In such
15 exceptions, notice shall be given to all appropriate parties as is practical.

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17 All notices of special board meetings shall state the time, place and purpose of the meeting.
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35 Legal References:

- 36 1. TCA 8-44-103
37 2. TCA 49-2-202(c)(1)
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