

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2320 Special and Emergency Meetings

References:

Education Code Section 72129;
Government Code Sections 54956, 54956.5, and 54957
BP 2315 Closed Sessions

Special meetings may from time to time be called by the President of the Board or by a written request signed by a majority of the members of the Board, stating the business to be transacted. Written notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with Brown Act. No business other than that included in the notice and the posted Agenda may be transacted or discussed.

Emergency meetings When the majority of the Board determines that an emergency situation exists, under such circumstances as are permitted by the Brown Act, it may call an emergency meeting. An “emergency” is defined as a crippling disaster, work stoppage, or other activity that severely impairs public health, safety, or both. At the conclusion of any emergency meeting, the minutes of the meeting, a list of persons whom the Board notified or attempted to notify, a copy of the roll call votes, and any actions taken at the meeting shall be posted for a minimum of ten days in a public place as soon after the meeting as possible. The media needs to be given at least one-hour notice of the meeting, except if it is a “dire emergency” as defined in the Brown Act.

No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency. There may be a closed session at an emergency meeting upon a two-thirds vote of the trustees present.

The Chancellor shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

Adopted November 6, 2013
Revised February 15, 2017