



**COMPTON COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE REGULATIONS**

AR 2321 Special and Emergency Meeting Notifications

**ISSUED: October 20, 2009
REVISED:**

- I. Whenever a special meeting of the governing board is called, the CEO shall cause the call and written notice to be posted at least 24 hours prior to the meeting as specified below:
 - A. Written or electronic notice delivered to each member of the governing board, including any student trustee.
 - B. Written notice posted on the bulletin board in the administration building.
 - C. Electronic notice posted on the two district web sites: <http://District.Compton.edu> and www.Compton.edu
- II. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed. The written notice to each governing board member may be waived by members of the governing board in writing either prior to or at the time of the meeting.
- III. Whenever an emergency meeting of the governing board is called, the CEO shall cause notice to be provided by telephone/electronic notice at least one hour prior to the meeting. If telephone/electronic notice services are not functioning, the CEO shall provide notice by whatever means are possible.

Reference:

Board of Trustees Policy: BP 2320 Special and Emergency Meetings