

BP 2340 Agendas

Reference: **Government Code Sections 54954, et seq., 6250 et seq.;**
Education Code Sections 72121, 72121.5

Adoption Date: August 21, 2001 Updated: October 21, 2008

Agendas shall be developed by the Chancellor in consultation with the Governing Board President.

~~An agenda shall be posted adjacent to the place of meeting at least 72 hours prior to the meeting time for regular meetings. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability.~~ [\[Moved to AP\]](#)

No business may be acted on or discussed that is not on the agenda, except when one or more of the following apply:

- A majority of the Governing Board decides there is an “emergency situation” as defined for emergency meetings;
- Two-thirds of the members (or all members if less than two-thirds are present) determine there is a need for immediate action and that the need to take action came to the attention of the Board subsequent to the agenda being posted;
- An item appeared on the agenda and was continued from a meeting held not more than five days earlier;
- The order of business may be changed by consent of the Board.

The Chancellor shall establish administrative procedures that provide for public access to agenda information and reasonable annual fees for the service.

~~Members of the public may place matters directly related to the business of the District on an agenda for a Board meeting by submitting a written summary of the item to the Chancellor at least two weeks prior to the Board meeting. The written summary must be signed by the initiator, contain his or her residence or business address, and organizational affiliation, if any. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.~~ [\[Moved to AP\]](#)