

BOARD MEETINGS

Section 6 - Notice of Meeting

A. Notice to Public

Reasonable advance publicized notice shall be given for meetings that are subject to the Open Meetings Act. The notice shall give the time and place of the meeting and contain an agenda of subjects known at the time of the notice. The agenda, which shall be kept continually current, shall be readily available for public inspection at the office of ESU #13 during normal business hours.

The Board will give advance notice of meetings by publishing such notice in a newspaper of general circulation within ESU #13's jurisdiction and, if available, on such newspaper's web site. In addition to publishing, the Board may, in its sole discretion, also give advance notice of meetings by posting as an additional means of giving notice to the public. If notice is given by posting, the notice shall be posted on the front door of the Main office of ESU #13. The notice may in addition be posted at post offices, banks and other public places in the boundaries of ESU #13 or such other places at which the public may reasonably be notified.

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law.

The Board meetings that are subject to the notice requirement include all regular, special, or called meetings, formal or informal, of ESU #13 for the purposes of briefing, discussion of quorum, formation of tentative policy, or the taking of any action of ESU #13.

The notice requirement does not apply to the following:

1. chance meetings or attendance at or travel to conventions or workshops of members of the Board at which there is no meeting of the Board intentionally convened, if there is no vote or other action taken regarding any matter over which the Board has supervision, control, jurisdiction, or advisory power;
2. meetings of subcommittees unless a quorum of the Board attends or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of the Board; and
3. judicial or quasi-judicial proceedings such as termination hearing proceedings.

Legal Reference:	Nebraska Statute: 84-1409; 84-1410 (5); 84-1411 (5)
Date of Adoption:	6/18/19
Updated:	11/17/20

B. Notice of Budget Meeting

A summary of the prepared yearly budget of ESU #13 shall be published one time in a legal newspaper published in or of general circulation in each county in ESU #13 boundaries at least five days before a meeting at which such budget shall be considered for adoption by the Board. Such publication shall also specify the date, time, and place of the public hearing at which the budget will be considered and any tax levy made.

Legal Reference:	Nebraska Statute: 79-1227
Date of Adoption:	6/18/19
Updated:	

C. Yearly Activities

By November 1 of each year, the Board shall publish a brief report of the yearly activities of the Board. The report shall include the amount of revenue received and expenditures itemized by categories. This publication shall be for one time in a newspaper of general circulation distributed in each county in the ESU #13 boundaries. A copy of the report shall be distributed to each member school district by November 1 of each year.

Legal Reference:	Nebraska Statute: 79-1228
Date of Adoption:	6/18/19
Updated:	

D. Notice to Board Members

Notice of meetings shall be transmitted to all members of the Board. The administrator shall deliver or otherwise make available the meeting notice, agenda, minutes of the preceding meeting, and such other materials pertinent to the meeting as the President may direct, to the Board members.

For regular meetings, the notice packet shall be mailed or delivered on the Friday preceding each meeting. For special meetings, the notice packet shall be mailed or delivered the later of three days prior to the meeting or the same day that notice to the public is given.

Legal Reference:	Nebraska Statute: 84-1411 (1)
Date of Adoption:	6/18/19
Updated:	

E. Notice to Media

The Secretary shall maintain a list of the news media requesting notification of meetings and make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed.

Legal Reference:	Nebraska Statute: 84-1411 (4)
Date of Adoption:	6/18/19
Updated:	