

## **204.07 Meeting Notice**

Friday, August 11, 2023

### **MEETING NOTICE**

In accord with Nebraska statutes, all regular and special board meetings, except for emergency meetings, will be posted at the Harrisburg U.S. Post Office, the Banner County Courthouse, and Banner County Schools, all located in the community of Harrisburg, Nebraska, at least three (3) days in advance of such meetings. Public notice shall indicate the meeting's time, place and date, and shall include a statement that the agenda shall be readily available for public inspection at the district office. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting and a copy kept readily available for public inspection at the principle office of the district. Except for items of an emergency nature the agenda shall not be altered later than 24 hours before the meeting. The board may also, but is not required to, publish notice of its meeting in a local newspaper. A copy of the public notice will be provided to those who have filed a request for notice with the superintendent. These requests for notice must be in writing.

A copy of the public notice will also be accessible to employees and students.

In the case of special meetings, public notice shall be given in the same manner as for a regular meeting unless it is an emergency meeting. Public notice of emergency meetings shall be given as soon as practical and possible in light of the situation. Reasonable efforts shall be made to notify news media who have requested notification of meetings.

It shall be the responsibility of the superintendent to give public notice of board meetings and work sessions. The superintendent shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification of the time and place of each meeting and the subjects to be discussed.

Legal Reference:

Neb. Statute 84-1408 to 1414

79-554

79-560

79-561

Cross Reference:

204.01 Regular Meetings

204.02 Special Meetings

204.10 Agenda