



**COMPTON COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE REGULATIONS**

**AR 2320 Special and Emergency Meeting Notifications**

**Issued: October 20, 2009**  
**Reviewed: May 3, 2016**  
**Revised: March 17, 2020**

**Reference:**

Education Code Sections 72023.5 and 72129;  
Government Code Sections 54956 and 54956.5  
Board Policy 2320 - Special and Emergency Meetings

- I. Whenever a special meeting of the Board of Trustees is called, the President/Chief Executive Officer (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 Board, including any student trustee.
  - B. Written notice posted on the bulletin board in the administration building.
  - C. Electronic notice posted on the district website.
- 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 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 President/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 President/CEO shall provide notice by whatever means are possible.