

## **BYLAWS OF THE BOARD**

### **Special Meetings**

A special meeting of the board of education may be called by the president or any two members of the board. Such call need not be in writing but shall be communicated to either the secretary of the board of education or the superintendent of schools who shall sign a notice of meeting which shall set forth the time, place and purpose thereof and by whom called. Each member of the board shall be served with a copy of such notice in one of the following methods:

1. by personal delivery at least twenty-four hours before the time of such meeting;
2. by depositing in any U.S. Post Office receptacle in the Okemos school district at least seventy-two hours before the time of such meeting, enclosed in an envelope addressed to each member at his/her residence address and with postage fully prepaid thereon;
3. by electronic correspondence.

Service of notice as described above may be made by any member of the board or by an employee of the board. In an emergency, the twenty-four hour notice may be waived by each board member signing a waiver-of-notice.

Public notice of any special meeting shall be given as provided by law.

All special meetings shall be held at a regular meeting place of the board and/or in accordance with provisions of the Open Meetings Act.

Only items on the agenda may be acted upon. No new business may be introduced without the unanimous approval of the members of the board present.

Legal Reference: M.C.L.A. 15. 267, 15.268  
See Also: Board Policy 9361.4 Emergency Meetings

Policy:  
Adopted: 05-10-76  
Amended: 04-09-12  
Reviewed: