

**OPEN MEETINGS ACT RESOLUTION OF THE TATUM MUNICIPAL
SCHOOL BOARD**

WHEREAS, the Tatum Municipal School Board of Education met in regular session at the Tatum Municipal School Administration Board Room on July 8, 2019 at 6:00 p.m. as required by law; and

WHEREAS, *Section 10-15-1 (B) of the Open Meetings ACT (NMSA 1978, Sections 10-15 – 1 to 4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative ad judicatory body or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and*

WHEREAS, *any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation, or formal action occurs shall be held only after reasonable notice to the public; and*

WHEREAS, *Section 10-15-1(D) of the Open Meetings Act requires the Tatum Municipal School Board of Education to determine annually what constitutes reasonable notice of its public meetings;*

NOW, THEREFORE, BE IT RESOLVED by the Tatum Municipal Schools Board of Education that;

1. All meetings shall be held at the Administration Building of the Tatum Municipal Schools at 6:00 p.m., or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the SECOND MONDAY. The Agenda will be available at least Seventy-two hours prior to the meeting from the Superintendent of Schools, whose office is located at 3rd and Avenue B in Tatum, New Mexico. The agenda is also posted at the District Administration Building , the Post Office Bulletin Board, and on the Tatum Municipal School’s Website at www.tatumschools.org. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate a copy of the agenda or indicate how a copy of the agenda may be obtained. If not included in the notice, the agenda will be available at least seventy-two hours before the meeting and posted on the Tatum Municipal School’s Website at www.tatumschools.org.
3. Special Meetings may be called by the President or a majority of the members upon three (3) days notice. The notice for the special meeting shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours before any special meeting and posted on the Tatum Municipal School’s Website at www.tatumschools.org.

4. Emergency Meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Tatum Municipal School Board of Education will avoid emergency meetings whenever possible. Emergency Meetings may be called by the President or a majority of the members upon twenty-four (24) hours notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. All emergency meetings must be reported to the Attorney General within 10 days of the meeting taking place.
5. For the purpose of regular and special meetings described in paragraphs 2 and 3 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is placed on the internet at www.tatumschools.org and posted in the following locations: Administration Building and the Post Office bulletin board. Copies of the written notice shall also be provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings.
6. For the purpose of emergency meetings described in paragraph 4 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is provided by telephone to newspapers of general circulation in the state and posted in the offices of the Superintendent. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Superintendent at 398-4455 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Superintendent at 398-4455 if a summary or other type of accessible format is needed.

8. The Tatum Municipal School Board of Education may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1 (H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Tatum Municipal School Board of Education taken during the open meeting. The authority for the closed meeting and subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of

each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

- (b) If the decision to hold the closed meeting is made when the Tatum Municipal School Board of Education is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
- (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
- (d) Except as provided in Section 10-15-1 (H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Tatum Municipal School Board of Education in an open public meeting.

Board President, Travis Glenn

Board Vice-President, Rusty Henard

Secretary, Dan Partin

Member, Johnathan Peppin

Member, Daniel Palacios