

**BYLAWS OF THE BOARD****Mailing of Written Notices**

Upon oral or written request and payment of a fee as established by the superintendent, the schedule of meetings or the notice of special or rescheduled meetings shall be delivered or sent to any person or business by first class mail. A person or business may obtain a subscription for such schedules and notices for a period of 6 months or 1 year, at the option of the person, by oral or written request and payment of a fee as established by the superintendent. The fees shall not exceed the reasonable, estimated costs for printing, postage, and/or delivery as determined by the superintendent.

A newspaper publisher or radio or television station located in this state shall not be required to pay a fee for such schedule or notices.

If mailed, the notices should be mailed 72 hours before the meeting; if hand delivered, no less than 18 hours.

Policy

Adopted: 05-09-77

Amended: 12-09-96

Reviewed: 02-13-12