



# PUBLIC MEETING NOTICE RESOLUTION

## *Digital Arts & Technology Academy Governing Board*

WHERE AS, 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 adjudicatory body or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business of the 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 annual determination of what constitutes reasonable notice of its public meetings;

NOW, THEREFORE BE IT RESOLVED, by the Governing Board of Digital Arts & Technology Academy that:

1. Regular Meetings, unless otherwise specified, will be held monthly, with the exception of January, June, July and August. Occasionally, adjustments are made based on whether meetings are needed or not in any given month. Notice of all regular meetings will be posted on the school's web site and at the entrance of the school at least ten (10) days in advance of the meeting date; and it will indicate the date, time, and place of the meeting, as well as how a copy of the agenda may be obtained. The agenda will be available to the public at least seventy-two hours prior to the meeting.

Copies of the written notice will also be emailed, faxed or mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for the notice of public meetings.

2. Special Meetings may be called by the President or a majority of the members upon three (3) days notice. Notice of all special meetings will be posted on the school's web site and at the entrance of the school at least three (3) days in advance of the meeting date; and it will indicate the date, time, and place of the meeting, as well as how a copy of the agenda may be obtained. The agenda will be available to the public at least twenty-four hours prior to the meeting.

Telephone notice shall be given or copies of the written notice will be emailed, faxed or mailed to newspapers of general circulation that have made a written request of notice of public meetings.

3. Emergency Meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property or citizens or to protect the public body from substantial financial loss. They may be called by the President or a majority of the members upon twenty-four (24) hour notice, unless threat of personal injury or property damage requires less. The notice for all emergency meetings will be posted on the school's web site; and it will include information or how the public may obtain a copy of the agenda.

4. In addition to the information specified above, all notices shall include language similar to the following for anyone with a disability who may want to attend: If you need accommodations for the meeting, please contact the school at 505-341-0888 x247.
5. The Governing Board of DATA may close a meeting to the public only if the subject matter of such discussion or action is excepted 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 the quorum taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to adjourn into closed session, and roll call of the vote will be taken so the vote of each individual member on the motion to adjourn into closed session shall be recorded in the minutes. Only those topics specified in the motion may be discussed in the closed meeting.
  - (b) If a closed meeting is conducted when the DATA Governing Board 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 topics 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 Meeting Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the DATA Governing Board in an open public meeting.

*Reviewed and approved by the Governing Board of Digital Arts & Technology Academy (DATA)  
at their scheduled meeting on May 23, 2024*