

BLOOMFIELD SCHOOLS BOARD OF EDUCATION

OPEN MEETINGS RESOLUTION

WHEREAS, the Bloomfield Schools Board of Education met in regular session at 6:00 p.m. on December 12, 2023 at Bloomfield School District, Administration Building Board Room, 325 N. Bergin Lane, Bloomfield, New Mexico for the regular monthly meeting as required by law; and

WHEREAS, Section 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 10-15-4) 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, including the development of personnel policy, rules or regulations, 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 Bloomfield Schools Board of Education to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Bloomfield Schools Board of Education that:

1. All meetings shall be held at 6:00 p.m. except for special meetings, or other meetings that may be called and scheduled at other times, which will be posted and advertised. All meetings will be held in a public place within the boundaries of the Bloomfield School District, normally in the Board Room of the Administration Office unless otherwise scheduled, or as indicated on the meeting notice.
2. **Regular** meetings shall be held each month on the second Tuesday of each month. The day reserved for **regular** meetings may be changed, as needed, by a quorum of the Board. A proposed agenda will be available to the public at least three (3) days prior to the meeting by the Superintendent, whose office is located at 325 N. Bergin Lane, Bloomfield, New Mexico. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall include an agenda or indicate how a copy of the agenda may be obtained. Except for emergency matters, the Board shall take action only on items appearing on the agenda.
3. **Special** meetings may be called by the president of the Board or by a majority of the members upon three (3) days notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda.
4. **Emergency** meetings of the Board may be called by the president or by a majority of the members in an instance of unforeseen circumstances which if not addressed immediately by the Board, will likely result in injury or damage to persons or property or substantial loss to the School District. The Bloomfield School Board of Education will avoid emergency meetings whenever possible. Every effort shall be made to notify each member of the Board and the general public at least twenty-four (24) hours prior to the meeting unless threat of personal injury or property damage require 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. Within ten (10) days of taking action on emergency matter, the Board shall report to the Attorney General's Office the action taken and the circumstances creating the emergency; provided that the requirement to report to the Attorney General is waived upon the declaration of a state or national emergency.

5. For the purposes of meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and how to obtain agenda is placed in The Farmington Daily Times, and posted in the following locations: the official bulletin board of the district, the school district website (www.bsin.k12.nm.us), and the front door of the administration building. The Bloomfield Schools Board of Education Secretary shall also mail copies of the written notice 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 purposes of special meetings and emergency meetings described in paragraph 3 and 4 of this resolution, notice requirements shall be met by posting notice of the date, time, place and agenda at: the official bulletin board of the district, the school district website (www.bsin.k12.nm.us), and the front and back doors of the administration building. The Bloomfield Schools Board of Education Secretary shall also provide a telephone or facsimile notice 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.
7. In addition to the information specified above, all notices shall include the following language:

Individuals with disabilities who need any form of auxiliary aid to attend or participate in this meeting, please contact the Superintendent's Administrative Assistant at (505) 634-3898 at least one week prior to the meeting or as soon as possible. Upon request, public documents, including the agenda and minutes, can be provided in various accessible formats.
8. The Bloomfield Schools Board of Education may close a meeting to the public only if the subject matter of such discussion or action is exempted from the public 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 Bloomfield Schools Board of Education taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated with reasonable specificity in the motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting.
 - b. If the decision to hold a closed meeting is made when the Bloomfield Schools 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. Where required by Section 10-15-1 (H) of the Open Meetings Act, action taken as a result of discussions in a closed meeting shall be made by vote of the Bloomfield Schools Board of Education in an open public meeting.
9. The Bloomfield Schools Board of Education recognizes that, in a small community, Board members will occasionally attend social events, community functions, school activities or programs, athletic events or meetings of other groups or entities, or be present at local commercial establishments. In the event a quorum of the membership of the Board is present on such occasions, a violation of this resolution and the Open Meetings Act does not occur so long as the board members do not discuss school business or prospective board actions as described in this resolution. By adoption of this resolution, each member represents and agrees to abide by these limitations and not to engage in such discussions outside the context of a properly called board meeting which complies with the Open Meetings Act.
10. The adoption of this resolution will be for the Calendar Year of 2024 to begin January 1, 2024 and end December 31, 2024.

This resolution passed by the Bloomfield Schools Board of Education this 12th day of December 2023.

Dale Maes, Board President

Steven Joel Gunn, Board Secretary