

# CITRUS COMMUNITY COLLEGE DISTRICT BOARD

## AP 2340 AGENDAS

**References:** Education Code Sections 72121 and 72121.5;  
Government Code Sections 6250 et seq. and 54954 et seq.

### **Agenda Development**

The Superintendent/President, in consultation with the Board of Trustees President, shall direct the compilation of the agenda for Board meetings. Agendas will include the meeting date, time, location, and a brief description of each item of business to be transacted or discussed.

The agenda for Board of Trustees meetings will be posted adjacent to the place of meeting at least 72 hours prior to the time for regular meetings, and 24 hours prior to the time for special and emergency meetings. The agendas will also be distributed to the Board of Trustees, District and college administrators, and posted on the District website. If requested, the agenda will be provided in appropriate alternative formats to be accessible to persons with disabilities.

Written notice shall be provided to each local newspaper of general circulation, and to each radio or television station that has previously requested in writing to be provided notice of special meetings.

### **Public Access and Fees**

Agendas are available to the public on the District website at [http://www.citruscollege.edu/board\\_of\\_trustees/agenda](http://www.citruscollege.edu/board_of_trustees/agenda). A hard copy of an agenda may be obtained from the Superintendent/President's Office upon payment of the standard copying charge of 25 cents per page, cash or check made payable to "Citrus College".

Members of the public may request to receive agendas on a monthly basis by submitting a written request to the Superintendent/President Office. Such requests must be renewed annually. Annual fees will be charged for public requests based on the current charge of 25 cents per page and the number of pages for an average agenda, plus the cost to mail.

Board Approved 03/17/09