Statutes Mandating Posting on Website of Local Political Subdivisions

Overview

The following document provides links to various statutory mandates which require certain information be posted on the websites of local political subdivisions. For the purposes of this document, the Louisiana Legislative Auditor's Office considers the term "website" to mean an official web domain address of the public entity located on the world wide web, i.e. www.(publicentityname).gov. The term "website" does not include any pages or entries that a public entity may have created on Facebook, LinkedIn, or other social media websites.

This document is limited to discussion of statutory mandates to publish information on the local public entity's "website". There may be additional statutory mandates and local ordinances requiring the posting of information through other media, i.e. the official journal, or through physical posting of notices at facilities. These additional mandates are not included in this document.

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General Requirements for All Public Bodies

Audit Law

- **R.S. 24:523.1** - All Auditees shall post the Louisiana Legislative Auditor's Notice on Fraud, Waste, and Abuse on their website.

Open Meetings Law

- **R.S. 42:19(A)(2)(a)** – All public bodies are required to post a copy of their written notice of meetings under the Open Meetings Law on their website no later than 24 hours before the meeting (exclusive of weekends and legal holidays).

- **R.S. 42:20(B)(2)*** – All Public Bodies shall post their written adopted minutes within 10 days of publishing in their Official Journal (those not required to publish in the Official Journal must do so within a reasonable time)
  * Amended by Act 867 of the 2026 Regular Session (effective August 1, 2026).

NEW 2026

Open Meetings Law – Declared Emergencies and Disasters

- **R.S. 42:17.1(B)** – All public bodies conducting meetings via teleconference or videoconference during a gubernatorial declared emergency or disaster shall publish on their website within 24 hours of the meeting: (1) notice and agenda for the meeting, including a certification by the presiding officer that the meeting is limited to one of the matters cited in R.S. 42:17.1(A)(2); and (2) detailed information regarding how members of the public may participate in the meeting and submit comments regarding matters on the agenda.

  For additional information, including sample certification language, please see **Q.31** and **Q.32** of the LLA's Open Meetings Law FAQ.

Ad Valorem Taxes / Roll Forward

- **R.S. 47:1705(B)(2)(c)(ii)(aa)** – Recipient bodies of Ad Valorem taxes shall publish notice of public hearing regarding roll forward on its website on the date of the first publication

in the Official Journal and remain posted until action is taken to approve or disapprove or abandon action on roll forward increase.

Public Bid

- R.S. 38:2212(E)(7) – Requires that public entities post all "bidding documents" on the electronic website accepting electronic bids on public works contracts.

- R.S. 34:3523(C)(1) – Requires ports to post notice of intent to select a design-builder for design-build services on their website (in addition to their Official Journal) when utilizing the design-build method.

Economic Development Negotiations

- R.S. 44:22.2(A) – Requires that local governments shall publish on their website and in their official journal a notice containing general information regarding each economic development negotiation to which records are confidential no later than five days after the determination of confidentiality. The notice shall contain the date of the chief executive officer's determination of confidentiality.

Collective Bargaining Agreements

- R.S. 44:67.1(A) – Requires publication on public employer website for at least 5 days prior to acceptance and ratification of any collective bargaining agreement to which a public employer is a party.

Sexual Harassment

- R.S. 42:343(D) – Requires that the agency head of a government entity (State or local) ensure that a copy of the public entity's sexual harassment policy and complaint procedures are prominently placed on the entity's website, or in a prominent location if the entity does not have a website.

Public Property Designated for Public Camping



- **R.S. 40:581.2(C)(2)* - Requires that political subdivisions that designate public property to be used for public camping shall establish minimum standards and procedures related to the designated property and post them on their website.**

* Enacted by Section 3 of **Act 788 of the 2026 Regular Session** (Section 3 of Act is effective January 1, 2027).

Parish Registrar of Voters

- **R.S. 18:51.1(B)(1)** – Requires a parish governing authority to post notice of upcoming appointment of a registrar of voters on its website, if it has one.

- **R.S. 18:1309.1(A)** requires the registrar of voters to post at his offices adequate notice of the date, time, and place at which the voting machines will be prepared for early voting and to post the same information on his office's website, if possible.

- **R.S. 18:535(B)** requires a parish registrar of voters and a Clerk of Court that maintains a website to publish the locations of all polling places within the parish, arranged by precinct, beginning thirty days prior to an election.

- **R.S. 18:536(C)** requires that a parish registrar of voters and a Clerk of Court that maintains a website to publish a list of polling place location changes within the parish and the reason for each change on their website. The website shall also include instructions on how a voter may subscribe to receive electronic notifications of polling place location changes.

Requirements for Specific Groups of Entities

Education/Schools

- **R.S. 17:416.18(D)** – Each city, parish, or other local public school board and every school under their jurisdiction shall post a copy of the Teacher Bill of Rights on their website (if they maintain one)
- **R.S. 17:221.4(B)(5)(a)** – City, Parish, and other local public school systems shall post the four-year cohort graduation rate for each high school in the system and for the system as a whole on its internet website.

- **R.S. 17:436.1(K)(3)** – Each public elementary and secondary school shall include the medication policy regarding auto-injectable epinephrine required by R.S. 17:436.1(K) to be posted on its website (if it has one).

- **R.S. 17:436.1(N)(6)** – Each public elementary and secondary school shall include the policies regarding documentation and liability concerning auto-injectable epinephrine and required reporting of students with risk of anaphylaxis required by R.S. 17:436.1(N).

R.S. 17:182.1(B) – Each public school shall post on its website (and in its student handbook) links provided by the State Library of Louisiana to its after-school online homework assistance services.

- **R.S. 17:3982(A)(2)** - Local school boards are required to publish on their websites the following:
  - Guidelines for submitting charter proposals;
  - Forms required for submitting charter proposals;
  - Timelines established for accepting and reviewing charter proposals;
  - Process that will be used to review charter proposals submitted; and
  - The name and contact information for a primary point of contact for charter proposals.

- **R.S. 17:53(C)(1)** – Louisiana School Board Association shall post on its website regularly updated information relative to the number and subject matter of training hours completed by each school board member pursuant to R.S. 17:53.

  (Repealed by Act 686 of 2024 Regular Session, Effective June 19, 2024)

- **R.S. 17:416.21(M)(2)1** – Public elementary and secondary schools shall post on their school website a copy of the written guidelines and procedures adopted by the school board regarding the use of seclusion and physical restraint of students with exceptionalities.

- **R.S. 17:221.7(C)(3)** - Public secondary schools receiving federal financial assistance shall publish on their website, the school board's website, or by other appropriate means, a copy of the school board's adopted policy regarding compliance with Title IX and expectant and parenting students.

- **R.S. 17:351.1(C)(3)(c)** – School boards shall include on their website a link to the Department of Education's online review process of textbooks and instructional materials on the DOE website**.**

- **R.S. 17:4035.1(F)(3)** – Requires school boards to post their system's policy governing student transfers under Public School Choice.

- **R.S. 17:410(A)** – Requires school boards and individual schools to post on their website information on internet and cellphone safety and online content that is a potential threat to school safety.

- **R.S. 17:3991(A)(1)(c)(iii)** – Requires charter schools in Orleans Parish to post on their website the charter school's adopted policy outlining the process and timelines for appointing or electing a parent, legal guardian, or grandparent of a student or an alumnus of the school to the charter school's governing board.

- **R.S. 17:2930(D)(3)** – Requires city, parish, and other local public school boards to require public middle school and high schools under their jurisdiction to prominently display on their website a link to Louisiana Workforce Commission's information on high-demand, high-wage jobs.

- **R.S. 17:24.10(D)** – Requires each public school to post its K-third grade foundation literacy skills plan and the latest report of their literacy screener* on their website.

- **R.S. 17:354 –** Each public school governing authority and public school shall post on its website information concerning rights of parents to receive access to instructional materials under R.S. 17:355 and the Parent's Bill of Rights for Public Schools under R.S. 17:406.9. This is also applicable to charter schools pursuant to R.S. 17:3996(B)(70)&(71).

- **R.S. 17:1944.1(C) –** Each school board and charter school shall publish on its website the reports of its Local Special Education Advisory Councils.

- **R.S. 17:416.14(D)(2) -** Each public elementary and secondary school shall publish on its website the form for bullying reports.

- **R.S. 17:381** – Any school board that receives donations pursuant to this provision shall enumerate details of the contents of such donations received in a document made publicly available on its website.

- **R.S. 17:282.4(F)*** --Each public and approved nonpublic secondary school shall post on its website the following information:
  (a) The Nation Suicide Prevention Lifeline hotline number, with an explanation that this number may be called or texted
  (b) A local suicide prevention hotline number, if available, and a state suicide prevention hotline number, if available.
  (c) A link to Louisiana988.org, a suicide prevention initiative of the Louisiana Department of Health.

  * Amended by Act 548 of the 2026 Regular Session (effective August 1, 2026).

- **Each public school governing authority is required to publish the following fiscal information on their website:**
  - Its most recent budget and general summary required pursuant to R.S. 17:88 no later than September 30th of each year, R.S. 17:88.1(A)**;**
  - Its most recent annual independent audit, within 30 days of notice of the approval and acceptance of the legislative auditor each year R.S. 17:88.1(B);
  - For the fiscal year that begins July 1, 2024, and for each fiscal year thereafter, its semiannual reports detailing actual revenue, receipts, expenditures, and disbursements as provided in this provision. Each report shall also include information concerning the governing authority's contracts for each quarter, including without limitation the identity of each vendor, the purpose of each contract, and payments associated with each contract. The report for the period from July 1st through December 31st shall be posted no later than March 31st; the report for the period from January 1st through June 30th shall be posted no later than September 30th R.S. 17:88.1(C)**.**

- **R.S. 17:3991(C)(1)(b)(ii)** – Charter Schools shall publish application information, including enrollment eligibility, any applicable enrollment procedures, program enrollment capacity, the application period, and any important application and enrollment dates on the school's website.



- **R.S. 17:24.14(C)(7)(a)*** – Each school board, beginning September 1, 2026, shall post on its website the adolescent literacy skills plan submitted to the Louisiana Department of Education on a triennial basis.

  * Enacted by **Act 964 of 2026 Regular Session** (effective August 1, 2026).



- **R.S.17:173(A)(2)*** - Each public-school governing authority shall make its policy governing behavioral health services available on its website and in its student handbook.

  * Amended by **Act 944 of 2026 Regular Session** (effective August 1, 2026).



- **R.S. 17:24.4(F)(7)(d)*** – Each public-school governing authority shall post on its website the Statewide mandated assessments schedule for administration during the upcoming school year, beginning with the 2026-2027 School Year.

  * Amended by **Act 674 of the 2026 Regular Session** (effective June 2, 2026).



- **R.S. 17:4205(C)*** – Every city, parish, or other local school board shall post on its website copies of any cooperative endeavor agreements for carrier practicums. Carrier Practicums are defined in R.S. 17:4203(2) as limited scope educational franchise operations conducted through CEAs on public high school campuses with a primary purpose to deliver compensated, credit-bearing work-based learning aligned with BESE-approved career pathways and related instruction.

  * Enacted by **Act 100 of the 2026 Regular Session** (effective May 11, 2026).

District Attorney 16th JDC (LGBA)

- **R.S. 39:1308(B)** – the District Attorney for the 16th JDC shall post their proposed budget for their office on their official website or portal.

- **R.S. 39:1309(E)** - the District Attorney for the 16th JDC shall post their adopted budget for their office on their official website or portal.

- **R.S. 39:1310(B)** - the District Attorney for the 16th JDC shall post their amended budget for their office on their official website or portal.

Health Facilities

- **R.S. 22:1880(C)(3)** – health facilities who operate a website that includes a listing of physicians who have been granted medical staff privileges to provide medical services at the facility, shall post on the facility's website a list that contains the name and contact information for each facility-based physician or facility-based physician group that has been granted medical staff privileges to provide medical services at the facility, and an update of the list within 30 days of any changes.

Planning Commissions

- **R.S. 33:104(B)(1)** – The City of Walker shall publish notice of cancellation of any regular (monthly) Planning Commission meeting on its website no less than 5 days prior to the scheduled meeting.

- **R.S. 33:104(B)(2)** – Requires the Washington Parish Planning Commission to post notice of any cancelled monthly meeting no less than five days prior to the scheduled meeting on the Parish's official website, in addition to posting the notice of cancellation in the official

journal of the parish and posting a copy of the notice on the door of the building in which the meeting was to be held.

Crime Prevention and Neighborhood Improvement Districts

- **R.S. 33:9097.12(D)(6)** – Jefferson Place/Bocage Crime Prevention and Improvement District is authorized to publish its minutes on its website or in a newsletter.

New Orleans Entities

- **R.S. 40:531(B)(2)(b)** – Requires the Landlords Advisory Committee in New Orleans to publish its notice for meetings through the landlord portal on the website of the New Orleans Housing Authority or by publication in the Official Journal of the City of New Orleans at least 7 days prior to the date set for the meeting.

- **R.S. 38:2225.2.3(C)** – The New Orleans Aviation Board is required to post on its website the Request for Proposals when seeking to utilize the Construction Management at Risk Method.

911 Communication Districts



- **R.S. 33:9109.2(C)(1)* - Communication Districts shall post the consolidated report of statewide 911 communication activity, as submitted to the House Committee on Commerce and Senate Committee on Commerce, Consumer Protection, and International Affairs, on its website, if it maintains a public website.**

  * Amended by **Act 947 of the 2026 Regular Session** (effective August 1, 2026).

Washington Parish Entities

- **R.S. 17:1381(E)(2)(b)** – Requires the Washington Parish and Bogalusa City School System Consolidation Study Commission to post all documents and minutes, including the final report, of the Commission on the websites of the Bogalusa City School System and Washington Parish School System.

Port Commissions and Port, Harbor, and Terminal Districts

- **R.S. 38:2320.1(A)(2) –** Requires publication of notice and procedures for prequalification of bidders for specialized port-related cranes and repair parts on the website of port commissions and port, harbor, and terminal districts at least twenty-five days prior to the date scheduled for opening of the request for qualifications.

- **R.S. 29:27.2(D)** – Requires publication of notice of disabled veterans parking fee exemption on the Port of New Orleans website, and printed in brochures by the Port of New Orleans.

Law Enforcement and Firefighters – Civil Service Testing

Municipalities with populations between 13,000 and 250,000

- **R.S. 33:2492(1)(b)** – Requires publication of public notice of civil service tests to be given on a competitive basis for entry upon the promotional and competitive employment lists on a municipality's website, if available, during the ten-day period in which such tests are to be held.

Small Municipalities, Parishes, and Fire Protection Districts

- **R.S. 33:2552(1)(b)** - Requires publication of public notice of civil service tests to be given on a competitive basis for entry upon the promotional and competitive employment lists on a municipality, parish, or fire protection district's website, if available, during the ten-day period in which such tests are to be held.