

AGENDA PREPARATION AND DISSEMINATION

The Superintendent of Schools, in consultation with the Board of Education President, shall be responsible for the development of the agenda for all Board meetings. Board members, employees of the school district, and citizens, may suggest agenda items by contacting the Superintendent or the Board President.

All other matters brought to the floor by the Board President, Board Members and/or the Superintendent, may be assigned to the agenda for the next regularly scheduled meeting, unless they are of such nature to warrant immediate attention of, and decision by, the Board. Such addendum must be approved by a majority of five (5) Board members before being discussed.

A complete set of materials for the regular meeting shall be sent to each Board member and the Superintendent at least four (4) calendar days preceding the meeting. Advance dissemination of the agenda shall be the responsibility of the District Clerk.

Availability of Board of Education Agendas Prior to Regularly Scheduled Board Meetings

If a tentative agenda for a regularly scheduled public meeting of the Board of Education has been prepared, it shall be made available to the public for review by noon of the day preceding the meeting.

Nothing in this policy shall be construed as requiring the Board of Education to prepare an agenda in anticipation of any meeting it convenes.

(Please refer to Policy 1230 regarding public participation at Board meetings).

Effective Date: June 2, 2009