

POLICY

2006

Governance & Operations

AGENDA PREPARATION AND DISSEMINATION

The agenda and preparation for meetings shall be the responsibility of the Superintendent of Schools with the approval of the Board of Education President. The Superintendent or Board President may add time-sensitive items to the agenda at any time; however, such practice should be reserved for only those issues that must be handled without delay.

Individual board members may suggest topics for discussion at a future board meeting during the "Committee Reports and Other Items" section of the meeting agenda. Such items will be scheduled for discussion if a majority of members indicates interest.

The agenda shall always allow for recognition and comments by members of the public. Items of business introduced from the floor by a member of the Board will not be acted upon at the same meeting unless there is a determination of necessity and there shall be no vote on any agenda item as to which each board member has not had at least 24 hours notice, unless written waivers of such notice are signed by all of the members of the Board.

A complete set of materials for the regular meeting shall be sent to each Board member, the Superintendent and others as required. Copies of the agenda will be sent to building principals and other personnel by the Monday preceding the Board meeting at the discretion of the Superintendent of Schools.

Cross-ref: 1230, Public Participation at Board Meetings
2350, Board Meeting Procedures

Adoption date: July 2003
Revised/Adopted: 12/14/05
Revised/Adopted: 10/11/06