

BOARD OF EDUCATION AGENDA FORMAT, PREPARATION AND DISSEMINATION

The superintendent will develop the agenda for all meetings of the Board and arrange the order of items on the meeting agenda so that business can be accomplished as quickly as possible. The particular order may vary from meeting to meeting in keeping with the business at hand.

The Board will follow the order of business established by the agenda, except as it votes to rearrange the order for the convenience of visitors, individuals appearing before the Board or to expedite Board business.

Any Board member, staff member or citizen of the district may suggest items of business. The agenda will always allow suitable time for the remarks of the public who wish to speak briefly before the Board. Items of business not on the agenda may be discussed and acted upon at the next Board meeting provided the item is on the written agenda.

The agenda, together with supporting materials, will be distributed to Board members at least 24 hours prior to the Board meeting to permit them to give items of business careful consideration. The agenda will also be made available to the media, staff and to others upon request.

(ADOPTION DATE: February 22, 1982)

(REVISION DATE: January 22, 2001)

(REVIEWED DATE: July 12, 2004)

(REVIEWED DATE: September 24, 2007)