

AGENDA PREPARATION AND DISSEMINATION

The Superintendent and Board Chairperson shall prepare all agendas for meetings of the Board.

Items to be placed in the agenda should be in the hands of the Superintendent on or before the seventh day preceding the meeting. Every Board member has the right to place items on the agenda. Items not included in the agenda may be brought before the meeting provided a majority vote of the Board agrees to it. However, the Board may choose not to deal with every agenda item.

Items of business may be suggested by any Board member, staff member, student, or citizen of the District. The inclusion of items suggested by staff members, students, or citizens shall be at the discretion of the Superintendent and Chairperson. The agenda, however, shall always allow suitable time for the remarks of the members of the public who wish to speak briefly before the Board.

The Board shall follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items of business not on the agenda may be discussed and acted upon if a majority of the Board agrees to consider them. The Board, however, may not revise Board policies, or adopt new ones, unless such action has been scheduled, or unless there is an emergency, or unless the Board votes to waive the waiting time of one month.

The agenda, together with supporting materials, shall be distributed to Board members at least five business days prior to the Board meeting, to permit them to give items of business careful consideration. Board Members shall be expected to read the information provided them and to contact the Superintendent to request additional information that may be deemed necessary to assist them in their decision-making responsibilities. Should any Board member request additional information on an agenda item, the Superintendent's response shall be provided to all Board members. The agenda shall also be made available to the press and others upon request.

DATE:
Adopted: June 17, 2009, October 14, 2009
Reviewed:
Revised: July 31, 2006, May 13, 2009
Cancellation: