

AGENDA PREPARATION

The superintendent shall prepare all agendas for all Regular and Special meetings with the President of the School Board. Items of business may be suggested by staff members or Board members.

Citizens may call the superintendent or any member of the Board and request that items be placed on the agenda, and should do so no later than the Wednesday of the week preceding the meeting. The agenda will be reviewed by the board president prior to posting.

The agenda, together with minutes of the previous meeting and other supporting materials, shall be distributed to Board members at least three days prior to the meeting, to permit members to give items of business careful consideration.

LEGAL REF.: Section 19.84 Wisconsin Statutes

APPROVED: December 13, 2004

REVISED: September 22, 2008
February 14, 2011