

AGENDA PREPARATION AND DISSEMINATION

The tentative agenda for each Board meeting will state the topics for discussion and action at the Board meeting. The agenda is part of the public notice of the Board meeting and will be posted and distributed.

Items of business to come before the Board may be suggested by any Board member, employee, student or citizen of the District. Persons wishing to have an item placed on the agenda should contact the Superintendent, the Board President, or the Board Secretary. The inclusion of suggested items will be at the discretion of the Superintendent or President of the Board. The agenda will be posted and distributed in accordance with policy 210.0 (*Meeting Notice*). Official notice is provided to *The Courier* and to any other media outlets who request it.

The order of business will be as set forth in the agenda unless altered by the Board President for expediency.

The agenda, along with supportive materials where possible, shall be distributed to Board members no less than 24 hours in advance of the Board meeting. A copy of the agenda shall be made available to members of the public upon request to the Board Secretary to meet Americans with Disabilities Act compliance.

The Board shall take action only on the items listed on the tentative agenda posted with the public notice or on addended items if there is good cause to act without 24 hours notice. Items added to the agenda may be discussed or taken under advisement by the Board. If an addended item is acted upon, the minutes of the Board meeting shall state the reason justifying the immediate action.

Legal Ref.: Iowa Code §§ 21; 279.8 (2013).
1980 Op. Att'y. Gen. 269.

Cross Ref.: 210.0 Meetings of the Board of Education
211.0 Public Participation in Meetings of the Board of Education
212.0 Minutes
900.2 News Media Relations

ADOPTED: 5/84
1/93
4/26/93
3/8/99
10/14/02
1/10/05
10/26/09
1/27/14
3/26/18
9/11/23

Reviewed: 12/92, 2/12/99, 9/5/02, 12/2/04, 10/1/09, 12/5/13, 2/1/18, 8/10/23