

BOARD POLICY 171.2

171.2 - Agenda Preparation

The District Administrator with the aid of the Board President shall prepare an agenda for each regular meeting and the annual meeting. Any Board member, District parent/guardian, District employee, District business/organization, or District citizen may contact the District Administrator or the Board President at least seven business days in advance of a regularly scheduled meeting and request that an item or items be placed on the agenda. Inclusion of the item(s) on the agenda is at the discretion of the Board President and District Administrator, unless inclusion is required by state statute or Board action.

Copies of the agenda shall be made available to each Board member at least 24 hours in advance of the regular or annual meeting.

Information and recommendations on matters requiring action shall be supplied to all Board members for study 24 hours before the meeting.

Legal Ref.: Section 19.84, Wisconsin Statutes

Cross Ref.: Board Policy 171.1 - Public Notification of Board Meetings

Approved: July 28, 1997
Reviewed: May 11, 2005
Revised: August 18, 2016