

PATTONVILLE SCHOOL DISTRICT

EPS Code: BDDC

District Code: B206.4, B207.1

AGENDA PREPARATION AND DISSEMINATION

The proposed agenda shall be prepared by the superintendent, in consultation with the Board president, three (3) work days preceding the Board meeting. Any member of the Board may request items to be placed in the agenda.

Any patron or group of patrons desiring to be included on the agenda for the purpose of addressing the Board shall make a request to the superintendents or designee, prior to the regular Board meeting. The request shall be submitted in writing, and shall provide sufficient detail to explain fully the issue(s) to be discussed. The Board reserves the right to limit the number of and speaking time of spokespersons appealing before the Board. Unless unusual circumstances dictate otherwise, the Board will not make a decision on an issue(s) presented by an individual or group during that particular meeting. The Board reserves the right to waive formalities in emergency situations within the limitations of state statutes.

The superintendent shall cause to be prepared sufficient copies of the tentative agenda to be distributed to persons in attendance at the Board meeting.

The agenda given visitors shall not include the exact subjects of closed sessions due to confidentiality and legal reasons. However, the president may state the general areas or topics to be discussed and/or decided.

Adopted: June 30, 1981

Reviewed: January 25, 2000