

BOARD MEETING AGENDA

The tentative agenda for each board meeting shall 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.

Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, address, purpose of the presentation, action desired and pertinent background information. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president. Requests received after the deadline may only be added to the agenda for good cause.

The tentative agenda and supporting documents shall be sent to the board members three days prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the central administration office or view them on the district website or electronic board work area.

The board shall take action only on the items listed on the tentative agenda posted with the public notice. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting shall state the reason justifying the immediate action.

It shall be the responsibility of the board president, board vice-president and superintendent to develop the agenda for each board meeting. Any board member may place an item on the next regular agenda with the consent of a majority of the board. Board member wishing to do so should provide notice to the superintendent and board president 7 days prior to the scheduled meeting.

In absence of either the board president or board vice-president, the board president shall appoint another member of the board to assume responsibility for assisting in development of the board agenda.

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

Cross Reference: 211 Board of Directors' Meetings
212 Open Meetings
214.2 Order of the Regular Board of Directors' Meeting
215 Public Participation in Board Meetings
218 Board of Directors' Records
402.5 Public Complaints About Employees
502.6 Student Complaints and Grievances

Approved 8/13/2001

Reviewed 6/14/2021

Revised 6/13/2022