Board Meeting Notification and Agenda

The news media shall be advised of the dates, times, and location of all regular and special meetings of the Board of Education and of its committees. The notification of special meetings shall be made in time for the media to make public announcement of the sessions, except as emergencies make such early notice impossible. In such case as notice is impossible, notice of the special meeting will be posted at the Braxton County Courthouse and the front door of the Braxton County Board of Education office in addition to notifying the media. Agendas for all meetings will be sent to all work locations.

The agenda for the Board meetings will be prepared by the superintendent and delivered to the Board members in advance of the meeting.

Members of the Board and other persons who have items to be specifically listed on the agenda for any meeting should give the request to the superintendent in time for the advance notice to the Board members. Persons who desire to address the board may not be required to register to address the board more than fifteen minutes prior to the time the scheduled meeting is to commence.

The order of business at a regular meeting of the Board of Education may be:

1. Roll Call
2. Consent Agenda Items
   A. Approval of Minutes of previous meeting(s)
   B. Budget supplements and transfer
   C. Transportation requests
   D. Reports
   E. Payment of Bills
   F. Other
3. Personnel
4. Unfinished Business
5. New Business
6. Delegations or Public Concerns
7. Reports
8. Adjournment

Ref: WV Code 6-9A-1 through 6-9A-12. Combines Files BCBB and BCBD. See Board Minutes; 8-16-99, 4-16-02.

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