

	GROTON AREA SCHOOL DISTRICT 06-6	NEPN Code: BDDC
	POLICIES AND REGULATIONS	

AGENDA PREPARATION AND DISSEMINATION

The agenda for all meetings of the Board will be prepared by the superintendent in consultation with the Board president.

Items of business may be suggested by any Board member, staff member or citizen of the district. The agenda, however, will always allow suitable time for the remarks of the public who wish to speak briefly before the Board.

The Board will follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items of business not on the agenda may be discussed and acted upon if a majority of the Board agrees to consider the item at the time the Board members approve an amended agenda at the time of agenda adoption. The Board, however, may not revise Board policies, or adopt new ones, unless such action has been scheduled.

The proposed agenda, together with supporting materials, will be distributed to Board members at least 24 hours prior to the Board meeting to permit them to give items of business careful consideration. The supporting material shall either be posted on the school district’s website or made available at the business office at least twenty-four hours prior to the meeting, or at the time the material is distributed to the school board, whichever is later. If the material is not posted on the school district’s website, at least one copy of the printed material shall be available in the meeting room for inspection by any person while the school board is considering the printed material. However, the public’s right to access printed information does not apply to any material or record that is legally exempt from disclosure.

The Board shall provide public notice, with proposed agenda, that is visible, readable, and accessible for at least an entire, continuous twenty-four hours immediately preceding any meeting, by posting a copy of the notice, visible to the public, at the building in which the Superintendent’s office is located. The proposed agenda shall include the date, time, and location of the meeting. The notice shall also be posted on the public body’s website upon dissemination of the notice. For special or rescheduled meetings, the information in the notice shall be delivered in person, by mail, by email, or by telephone, to members of the local news media who have requested notice.

[Amended: February 10, 2020]