

Policy: Board Meeting Agenda Preparation and Distribution
Green Mountain Union High School

Date Adopted: 10/22/92

Date Amended: 04/10/03

Policy

It is the policy of the Green Mountain Union High School Board to assure that Board meeting agendas are developed and distributed in a way that allows open access to the process.

Agenda Preparation

The Superintendent will prepare all agendas for meetings of the Board after consultation with the Board Chair. Items of business may be suggested by any Board member, staff member, student, or citizen of the District. Such items shall be submitted to the Board Chair or Superintendent at least seven days before the meeting to ensure inclusion on the agenda. The inclusion of items will be at the discretion of the Board Chair and Superintendent, unless a majority of the Board votes to place an item on the Board's agenda.

The agenda will include all items on which the Board will take action and any proposed executive sessions including the reasons for such sessions.

Agenda Distribution

The agenda, together with supporting materials, will be distributed to Board members by the Superintendent five days prior to regular meetings and as soon as practicable before special meetings.

Copies of the agenda will be posted in the office of each school in the District and in the Town Clerk's office and a third place in Town accessible to community members. The agenda will be published in The Message and the Black River Tribune. Upon request, the press, school staff, students, community members and concerned persons will be provided with copies of the agenda in advance of regular or special meetings.

In all instances, the Superintendent and Board will adhere to the provisions of 1 V.S.A. §312 regarding notice and agenda distribution.

Legal Reference(s): 1 V.S.A. §§310 et seq. (Public Meetings)

Cross Reference(s): Board Meetings (C-2)
Public Participation at Board Meetings (C-3)