

BYLAWS OF THE BOARD

BCBC

BOARD OPERATIONS PREPARATION OF AGENDA

SEPTEMBER 16, 2013

Reviewed 11/2013

The superintendent and Board president shall cooperatively determine the items of business to be included in the agenda of all Board of Education meetings. Any two members of the Board may request an item to be included on the agenda by notifying the Superintendent and Board president seven days prior to a meeting.

Agendas shall be **provided** ~~forwarded or mailed~~ to the members of the Board and other regular interested parties, including the media, no later than the Friday preceding the meeting. **The agenda shall be available on the District website prior to the meeting.** The superintendent and staff shall compile appropriate documents and information to assist Board members in the meeting preparations. These materials shall be included with their agendas. The Board will make reasonable efforts to examine the pertinent information before deciding upon any issue.

The Board may place routine items on a consent agenda for a regular Board meeting, upon unanimous approval by Board members present at a committee meeting. Any member of the Board can remove items from the consent agenda prior to voting.