

# Medford School District 549C

Code: BDDC  
Adopted: 9/15/09  
Revised/Readopted: 3/11/19  
Orig. Code(s): BDDC

## Board Meeting Agenda

The Board chair and the superintendent will prepare an agenda for all regular meetings of the Board. Items of business may be suggested by any Board member, staff member, student or community member by notifying the superintendent or Board chair at least 10 working days prior to the meeting.

A consent agenda may be used by the Board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A Board member may ask that any item be removed from the consent agenda. The removed item will then be placed on the action agenda.

The agenda will follow a general order established by board resolution. Opportunities for the audience to be heard may be included. The Board will follow the order of business set up by the agenda unless the order is altered by a consensus of the Board.

Items of business not on the agenda may be discussed and acted upon if the majority of the Board agrees to consider them.

The agenda, together with supporting materials, will be distributed to Board members at least three days prior to the meeting. The agenda will be available to the press and to interested patrons through the superintendent's office at the same time it is available to the Board members. Copies of the agenda for the press and public will not contain any confidential information included in the Board members' packets.

A copy of the agenda will be posted on the district website on the day of the meeting. Members of the public may request a copy of the agenda at the superintendent's office. Minutes from board work sessions and from regular or special board meetings shall be available at the district office and on the district website after approval by the Board.

The district will ensure equally effective communications are provided to qualified persons with disabilities upon request as required by the Americans with Disabilities Act.

Appropriate auxiliary aids and services may include, but are not limited to, qualified interpreters, assistive listening systems, note takers, large print, Braille materials, audio recordings, and readers. Primary consideration will be given to the request of the person with a disability in the selection of the appropriate auxiliary aid and/or service.

Should the Board demonstrate that such a request would result in a fundamental alteration in the service, program, or activity, or an undue financial and administrative burdens, an alternate equally effective communications will be used.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

END OF POLICY

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**Legal Reference(s):**

[ORS 192.630](#)

[ORS 192.640](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2015); 28 C.F.R. Part 35 (2015).

Americans with Disabilities Act Amendments Act of 2008.

**Cross Reference(s):**

BDDG - Minutes of Board Meetings

BDDH - Public Comment at Board Meetings