

FILE: BDDC

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED:	September 21, 1989	FILE SECTOR:	BOARD GOVERNANCE &
DATE REVISED:	December 18, 1990		OPERATIONS
DATE REVISED:	June 19, 1997	POLICY TITLE:	AGENDA PREPARATION,
DATE REVISED:	June 19, 2003		FORMAT AND
DATE REVISED:	February 18, 2010		DISSEMINATION
DATE REVISED:	March 17, 2016		
DATE REVISED:	December 20, 2021		

The district administrator shall prepare all agendas for the board of education (BOE) meetings. The BOE president will be responsible for the final approval of the proposed agenda.

Items of business may be suggested by BOE members, staff, students or citizens of the district. Inclusion of these suggested items shall be at the discretion of the district administrator or BOE president. The regular meeting agenda, however, may allow time for brief public comment before the BOE.

The BOE shall follow the order of business set by the agenda unless the order is altered by a majority vote or consent of the members present. Items of business not on the agenda may not be discussed or acted on.

A consent grouping on the agenda may be used for those items which usually do not require discussion or explanation as to the reason for BOE action. All items on consent agenda will be acted upon under a single motion. Any item may be removed from the consent agenda prior to the motion and second to approve. All items removed from consent agenda will be considered separately.

The agenda and supporting materials shall be distributed to BOE members sufficiently prior to the meeting, if at all possible, to permit them to give items of business careful consideration.

CROSS REFERENCE: BD, BDDH, & BDDH-R
LEGAL REFERENCE: 19.83(2) & 19.84 Wis. Stats.