

POLICY 8712
SCHOOL BOARD MEETING AGENDA PREPARATION AND DISSEMINATION

The agenda shall be prepared by the Superintendent of Schools under the direction of the Board President. Except as otherwise specifically provided by Board policy or rule, the Board President may require a majority written request or vote of the Board prior to granting agenda requests by individual Board members.

Insofar as possible, advance information and recommendations on matters requiring action shall be supplied to all Board members for study 48 hours before the meeting.

Complete agenda packets for regular Board meetings shall be distributed to each Board member, emailed to local media contacts, and posted on the District's website. A copy of the complete meeting agenda shall be available for public inspection prior to the meeting in the Superintendent of School's office at the Educational Support Center (ESC) and each school's main office.. Individuals may request a copy of the full agenda packet from the Superintendent's Office up to 48 hours prior to the meeting to be picked up from the Board Secretary at the ESC.

LEGAL REF.: Wisconsin Statutes

Section 19.83 [Meetings of governmental bodies]

Section 19.84 [Public notice of subject matter of board meeting]

CROSS REF.: 8710, Regular School Board Meetings
8720, Special School Board Meetings

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: May 25, 1993 and June 8, 1993

REVISED: November 11, 1999
March 28, 2000
July 10, 2001
November 13, 2001
June 25, 2002
June 24, 2003
December 14, 2010
February 24, 2014
February 24, 2015
August 27, 2019
January 26, 2021
October 26, 2021
January 24, 2023

RULE 8712

SCHOOL BOARD MEETING AGENDA PREPARATION AND DISSEMINATION

The regular School Board meeting agenda shall normally provide for the following order of business:

- Pledge of Allegiance
- Roll Call of Members
- Awards
- Superintendent's Report
- Legislative Report
- Views and Comments by the Public
- Introduction, Welcome, and Comments by Student Ambassador
- Remarks by the President
- Administrative and Supervisory Appointments
- Consent Agenda
- Approval of Minutes of Previous Meeting(s)
- Approval of Lists of Bills
- Old Business
- New Business
- Announcements/Updates by Board members (2-minute limit per member)
 - Per Policy 8710, comments in response to public comments are allowable only if the topic was included in the original notice of the meeting.
- Other Business as Permitted by Law
- Tentative Schedule of Reports and Legal Deadlines for Board
- Predetermined Time and Date of Adjourned Meeting, If Necessary
- Adjournment