

ADOPTED NOVEMBER 5, 2001  
REVISED FEBRUARY 22, 2010

Descriptor Term:  
BOARD MEETING AGENDA

Descriptor Code:  
2.3300

Legal References: G.S. 115C-36

Cross References: 2.2100 Duties of Officers; 2.3100 Public Participation at Board Meetings;  
2.3350 Advance Delivery of Meeting Materials

The chairperson and the superintendent shall prepare a proposed agenda for each board meeting. A request to have an item of business placed on the agenda must be received at least fourteen (14) calendar days before the meetings. (See also board policy 2.3100, Public Participation at Board Meetings, regarding agenda requests by individuals or groups.) A board member may, by a timely request, have an item placed on the agenda.

Each board member shall receive a copy of the agenda seven (7) days prior to the meeting, and it shall be available for public inspection and/or distribution when it is distributed to the board members. At the meeting, the board may, by a majority vote, add an item that is not on the agenda. Any new policy or budgetary items presented as an addendum to the published agenda is not subject to action at the same meeting.