

# Dickson County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Agendas</b>	Descriptor Code: <b>1.403</b>	Issued Date: <b>10/28/10</b>
		Rescinds: <b>1.6030</b>	Issued: <b>10/23/97</b>

1 The executive committee of the Board of Education shall be responsible for arranging the order of items on  
2 meeting agendas so that the Board can accomplish its business as effectively as possible. The particular  
3 order may vary from meeting to meeting in keeping with the business at hand.

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5 The agenda, together with supporting materials, shall be distributed to board members and to each school  
6 prior to the scheduled date of the meeting. The agenda shall be available for public inspection and/or  
7 distribution when it is distributed to the board members.

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9 At the meeting, the Board may, by a majority vote, add items that are not on the agenda, or delete any  
10 that are on the agenda. The Board, however, may not revise board policies, or adopt new ones, unless  
11 such action has been scheduled. Items of business may be suggested by any board member, staff mem-  
12 ber, student, or citizen of the district. For items to be considered for an agenda, they must be received  
13 in the Director of Schools's office in a timely manner to permit consideration of the item. The person(s)  
14 requesting an item on the agenda should forward any background information to the Director of Schools's  
15 office in order that the material will be included in the delivery to the board members prior to the meet-  
16 ing. The agenda for regular meetings, however, shall ordinarily allow suitable time for the remarks of  
17 the public who wish to speak briefly before the Board. The Board asks that advance notice be given  
18 to them by means of a sign in sheet available to the public prior to the commencement of the meeting.  
19 Each speaker will ordinarily be entitled to speak for a total of three (3) minutes.

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21 Any board member may move to declare any agenda item as a controversial, complex, or complicated  
22 matter. If approved by a majority vote, this action will cause the item to be submitted the first time for  
23 a first reading only, with official action taken at a subsequent meeting and the final vote taken after a  
24 second reading, except in an emergency situation.

## 25 26 ANNUAL AGENDA

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28 At the beginning of each fiscal year, the Board shall adopt an annual planning calendar, stating month-  
29 by-month actions required by law and those required to carry out the Board's annual goals and objectives  
30 and the State Board of Education's performance standards. In addition, the annual agenda shall designate  
31 dates to monitor/review designated sections of the *Board Policy Manual* and to evaluate progress of  
32 programs for student achievement.

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