

VIGO COUNTY SCHOOL CORPORATION  
TERRE HAUTE, INDIANA

File:     **BDDC**    

**AGENDA PREPARATION AND DISSEMINATION**

The Superintendent shall be responsible for the preparation of the Agenda for all meetings of the School Board. In doing so, the Superintendent may consult with the Board President and appropriate members of the administrative staff.

Items of business may be suggested by any board member, staff member, student or citizen of the School Corporation. The inclusion of items suggested by staff members, students or citizens shall be at the discretion of the Superintendent. The Agenda, however, shall always allow suitable time for the remarks of the public who wish to speak briefly before the Board.

The Board shall follow the order of business set up by the Agenda unless the order is altered by the Board President or by a majority vote of the members present. Items of business not on the Agenda may be discussed and acted upon if a majority of the Board agrees to consider them.

The Agenda, together with supporting materials, shall be distributed to board members sufficiently prior to the Board Meeting to permit them to give items of business careful consideration. The Agenda and appropriate agenda materials shall also be made available to the press, to representatives of community, staff, and student organizations, and to others upon request.

Adoption Date:       September 22, 1976

Legal Ref:

Cross Ref: