

MARATHON CITY SCHOOL DISTRICT

171.2

AGENDA PREPARATION AND DISSEMINATION

The District Administrator shall prepare all agendas for meetings of the Board. In doing so, the District Administrator shall consult as appropriate with the Board President.

Items of business may be suggested by any Board member, staff member or district resident. Any Board member, staff member or district resident wanting an item placed on the agenda should submit the item to the District Administrator at least five working days before the meeting. The inclusion of these items shall be subject to the discretion of the District Administrator or Board President, based upon time restrictions and the interests of the district.

At least 48 hours prior to each regular Board meeting, the District Administrator shall send to each Board member a tentative agenda and a brief explanation of agenda items.

LEGAL REF.: Section 19.84 Wisconsin Statutes

CROSS REF.: Board Exhibit 171.2, Order of Business

APPROVED: January 12, 2000