

	MURFREESBORO CITY SCHOOL BOARD POLICY		
	Descriptor Term: AGENDA PREPARATION AND DISSEMINATION	Descriptor Number: BO 7	Date Adopted: 4/79
	Revision Adopted: 9/93; 2/00; 2/01; 7/08		

The Director of Schools shall prepare all agendas for meetings of the Board. In doing so, the Director shall consult with the board chair and appropriate members of the Director's administrative staff. Items of business also may be suggested by any board member.

The inclusion of items suggested by staff members, students, or citizens shall be at the discretion of the Director. Public participation in board meetings is subject to rules set forth in BO 8--Public Participation in Board Meetings.

If possible, the agenda and supporting materials shall be distributed to board members sufficiently prior to the board meeting so that members may have time to give careful consideration to items of business.

CONSENT AGENDA

While developing the agenda, the Chair and Director of Schools shall identify routine or non-controversial items to be placed on the consent agenda, which shall become a part of the regular agenda. If any member objects to including an item on the consent agenda, that item shall be moved to the regular agenda as an action item requiring discussion. The remaining consent items shall be adopted in a single vote without discussion.

ANNUAL AGENDA

At the beginning of each fiscal year, the Board shall adopt an annual planning calendar, stating month-by-month actions required by law and those required to carry out the Board's annual goals and objectives, as well as policy monitoring review dates and the State Board of Education's performance standards.

