

Central School District 13J

Code: **BDDC**
Adopted: 11/02/98
Readopted: 1/03/11
Orig. Code(s): BDDDB/BDDC

Board Meeting Agenda

The superintendent, in cooperation with the Board chair, shall prepare an agenda for each meeting and have it delivered, with supporting information, to each Board member allowing sufficient time for the Board to review. The agenda will be available to the press and to interested patrons through the superintendent's office, each school office and on the district website.

A consent agenda may be used by the Board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A Board member may ask that any item be removed from the consent agenda. The removed item will then be placed on the regular agenda.

The agenda will follow a general order established by the Board. Opportunities for the audience to be heard may be included. The Board will follow the order of business set up by the agenda unless the order is altered by a consensus of the Board.

Items of business may be suggested by Board members,, administration or patrons of the district for inclusion on the agenda.

Individuals visually impaired will receive an agenda, any related supporting materials available to the general public and minutes in an appropriate alternative format upon request of at least 48 hours notice prior to and/or following a public meeting.

Appropriate auxiliary aids and services available to ensure equally effective communications with qualified persons with disabilities may include large print, Braille, audio recordings and readers. Primary consideration will be given to the requests of the person with disability in the selection of appropriate auxiliary aids and services.

Should the Board demonstrate such requests would result in a fundamental alteration in the service, program, or activity or in undue financial and administrative burdens, alternate, equally effective communications will be used.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

Cross Reference(s):

BDDG - Minutes of Board Meetings

BDDH - Public Participation in Board Meetings