

Klamath County School District

Code: **BDDA**
Adopted: 9/20/01
Readopted: 4/17/12
Orig. Code(s): BDDA

Notice of Meetings and Agenda

1. Notice of Meetings

A written agenda for each regular Board meeting shall be electronically mailed to each Board member at least three days before the date of the meeting. This proposed agenda will have been provided by the superintendent. In addition, copies of the minutes of the previous meeting or meetings and other printed information concerning items on the agenda may be furnished.

In the event of a special Board meeting, calls shall be made or written notices sent to all Board members by the district office personnel and an agenda furnished as far in advance as feasible, but at least 24 hours in advance.

At any special meeting of the Board, no business other than that stated in the notice shall be transacted unless all members of the Board are present and unanimously agree, in which case any business that may come before the Board may be transacted.

2. Establishing the Agenda

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

Business items suggested by patrons of the district shall be submitted in writing and received at least 10 working days before the meeting to insure inclusion onto the written agenda.

Items of business may not be suggested from the floor for discussion and/or action at that same meeting except at the discretion of the majority of the Board members present.

END OF POLICY

Legal Reference(s):

[ORS 192.610 - 192.690](#)
[ORS 332.045](#)

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):

ACA - Americans with Disabilities Act
BD/BDA - Board Meetings/Regular Board Meetings
BDC - Executive Sessions
BDDH - Public Participation in Board Meetings