

The chairperson and the superintendent will prepare a proposed agenda for each board meeting. Each board member will receive a copy of the proposed agenda four days prior to the meeting, and the proposed agenda will be available for public inspection and/or distribution when it is distributed to the board members.

A board member may have an item placed on the agenda of a regular or special meeting of the board by submitting the item in writing to the superintendent's office no later than 5:00 p.m. six working days prior to the meeting. An agenda item requested less than six working days prior to the meeting will be included only if: (1) the inclusion of the item will not unduly prolong the meeting, and there is adequate time available to prepare any necessary materials; or (2) the chairperson and superintendent determine the item is of an urgent nature. Otherwise, an untimely requested item will be added to the agenda for the next regular meeting. A member of the public may submit a request for an item to be placed on the agenda in accordance with policy 2310, Public Participation at Board Meetings.

At the meeting, the board may, by a majority vote, add an item that is not on the proposed agenda before the agenda is adopted. After the agenda has been adopted, a two-thirds vote is required to add an item to the agenda. Any new policy or budgetary items presented as an addendum to the published agenda are not subject to action at the same meeting.

Legal References: G.S. 115C-36

Cross References: Duties of Officers (policy 2210), Public Participation at Board Meetings (policy 2310), Advance Delivery of Meeting Materials (policy 2335)

Adopted: April 9, 1998 to become effective July 1, 1998

Revised: December 11, 2003; January 12, 2006; February 12, 2009; July 11, 2019

Reviewed by the Policy Committee: January 8, 2026

Asheboro City Schools