

Agenda Construction

The Principal of North Canaan Elementary School, in cooperation with the Superintendent of Schools and the Chairperson of the Board, shall prepare all agendas and supportive materials for meetings of the Board. Any Board member who wishes to have an item included on the agenda should notify the Principal in sufficient time for the Principal to review the request with the Board Chairperson for his or her decision on agenda placement. The agenda shall provide time for members of the public who wish to speak briefly on an item before the Board.

The agenda and supporting materials shall be distributed to Board members prior to the Board meeting in sufficient time to allow the members to consider the issues carefully. Board members seeking inclusion of agenda items are also encouraged to provide supportive and explanatory material.

Agendas shall also be made available to the press, representatives of the community, staff, town agency representatives, school administrators, and to others upon request. Agendas for regular Board of Education meetings shall be posted on the District's Internet website and shall be filed with the Town Clerk, not less than 24 hours in advance of the meeting time. The same requirements shall be met for special meetings of the Board unless called in an emergency with less than 24-hours notice.

(cf. 1120 Public Participation at Board Meetings)

(cf. 1331 Smoke Free Environment)

(cf. 9121 Board Officers)

(cf. 9321 Time, Place, Notification for Meetings)

(cf. 9325.1 Quorum)

(cf. 9325.2 Order of Business)

(cf. 9326 Minutes)

Legal Reference: Connecticut General Statutes

1-225 Meetings of government agencies to be public. Recording of votes.
Schedule and agenda of meetings to be filed. Notice of special meetings.
Executive sessions. (subsection (a) re agenda), (as amended by June 11 Special Session, PA 08-3)

Adopted: October 14, 1993

Revised: January 11, 2022

NORTH CANAAN BOARD OF EDUCATION
North Canaan, Connecticut