

# **TRI-TOWNSHIP CONSOLIDATED SCHOOL CORPORATION**

## **POLICY REGARDING**

### **AGENDA**

Prior to each regular meeting or special meeting, the Superintendent, in consultation with the Board president, shall prepare and submit to each Board member a written agenda. Individual Board members may include items on the agenda upon the concurrence of the Board President or the superintendent. Generally, the agenda shall be delivered no later than Friday prior to the meeting, or delivered in order to provide sufficient time for the Board member to review the agenda. The agenda for a special meeting shall be delivered at least two (2) days before the meeting.

The Board shall discuss business according to the agenda provided to all Board members in advance of the meeting. The order of business may be suspended at any meeting by a majority vote of the members present.

The agenda shall be posted on the entrance door prior to the meeting.

Adopted by the Tri-Township Consolidated School Corporation School Board this 8<sup>th</sup> day of April, 2013.

Reviewed and approved on April 21, 2016.