

**BCBD AGENDA**

**BCBD**

The board shall adopt an agenda at the beginning of each meeting.

The superintendent shall distribute to each board member prior to each meeting appropriate material and written matter concerning items on the agenda.

**APPROVED: December 13, 1982**

**REVIEWED: January 10, 2000**

**REVIEWED AND APPROVED: November 14, 2011**

**BCBD-R AGENDA**

**BCBD-R**

The board agenda will be compiled by the superintendent in cooperation with the board president. Other board members may request items to be placed on the annotated agenda. The annotated agenda will be sent to all board members at least three calendar days prior to any regular board meeting. The agenda may be sent to other interested persons, groups of persons or organizations upon request or as required by law.

The annotated agenda may include the following information; however, other items and reports may be added as the need arises: agenda format including items to be discussed and board procedure; a period of time when the public may speak to the board; monthly reports to the board; financial reports including monthly listing of bills ready for payment; important correspondence; bids; specifications; attendance center reports; requests for hearings and other such information.

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