

Governing Board

Board Meeting Procedures

1. The SEDOL administrative staff, in conjunction with the Executive Board and the Governing Board President, will schedule specific meeting dates for the regular quarterly meetings.
2. The Administration will issue a “call for agenda items” to each Governing Board member and Member District Superintendent. This request shall be made no later than six weeks prior to the scheduled meeting.
3. The Governing Board President, the Executive Board President and the SEDOL Superintendent will prepare the official agenda. This agenda shall be disseminated to all Governing Board members and member District superintendents no later than 30 days in advance of the scheduled meeting. If reports or position papers are to be included as agenda items, they, too, must be disseminated 30 days prior to the scheduled meeting.
4. At the discretion of the Governing Board President, additional items may be submitted later than the 30-day deadline for the regularly scheduled quarterly meeting. Such items must be submitted through the SEDOL Superintendent who will pass them on to the Governing Board President no later than 72 hours prior to the scheduled quarterly meeting. Agenda items included by this method will only be presented for discussion purposes, may be directed to a committee or the Administration for further study, but may not receive any immediate action on the part of the Governing Board. The Governing Board President may determine that an emergency or time-sensitive item should be added to the agenda for discussion and possible action by the Governing Board.
5. Agenda items may be submitted by any Governing Board member, Member District superintendent, the Executive Board, any citizen, or any staff member and must be submitted through the SEDOL Superintendent in accordance with the above guidelines.
6. The agenda and notice shall be sent to the Board designated newspaper and shall be posted on the SEDOL website, at the administrative office and all other SEDOL facilities.
7. Open meeting minutes shall be posted on the SEDOL website within 7 days after the Board approves them and shall remain posted for at least 60 days.

LEGAL REF.:

CROSS REF.: 2:32 (Governing Board Officers), 2:220 (Board Meeting Procedure)

ADOPTED: August 25, 2004

REVISED: June 21, 2006