

How do I Access Board Meeting Agendas in BoardDocs?

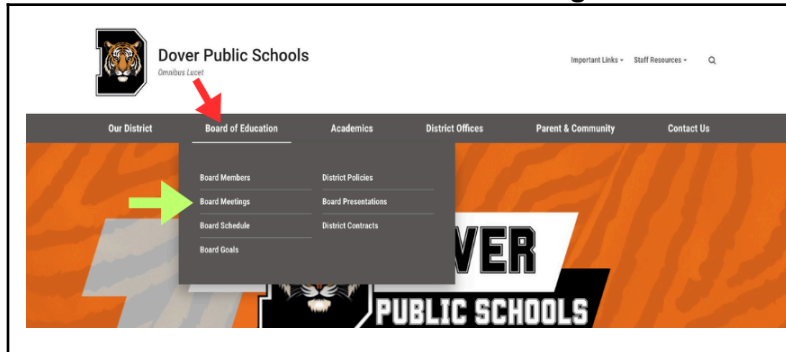
Tutorial for Accessing BoardDocs

What is BoardDocs?

BoardDocs is online software that archives, stores, and organizes all school board meeting agendas, minutes, and policies. This will be the new board agenda format going forward for Dover Public Schools.

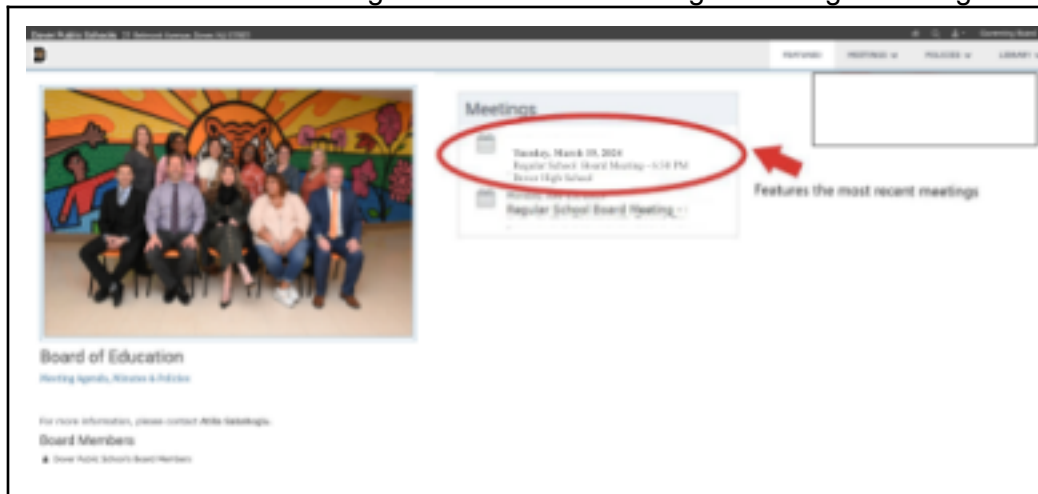
How Do I Access The School Board Meeting Agendas?

1. From the district website (dover-nj.org), navigate to the **Board of Education** section of the website. Click the Board of Education **Board meetings**, then click the meeting agenda link.



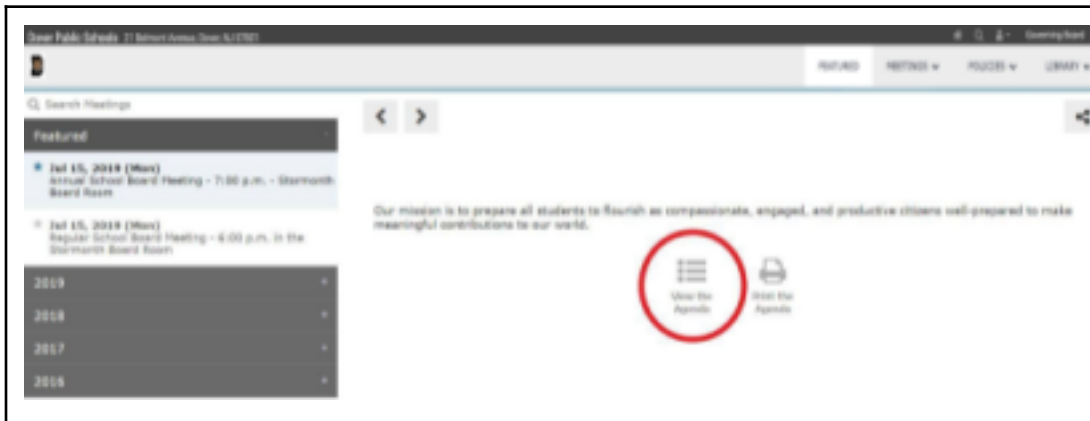
** There will also be a link on the specific News | Announcement for each meeting*

2. Once you click this link, it will redirect you to the Dover BoardDocs main page which will have the most recent School Board Meeting featured under “Meetings” heading on the right of the page.



**Future and past agendas in BoardDocs will also be accessible from the meetings tab on the toolbar.*

3. Click on the date of the specific meeting you would like to view. This will bring you to the overview of this meeting. To view the agenda click the button “**View the Agenda.**” To view the minutes click the button “**View minutes.**”



* You can also click "Print the Agenda" to view the agenda in page format.

4. This will open the agenda details of the specific meeting.



- By navigating on the left side, you will see the order of agenda items.
- If you click on a specific item it will show the detailed description and any additional linked information on the right of the page.