
*Rescinds Policy Number: BCBD**Issued: 02/28/1979*

The chairperson and the superintendent will prepare a proposed agenda for each board meeting. A request to have an item of business placed on the agenda must be received at least five working days before the meetings. A board member may, by a timely request, have an item placed on the agenda.

The request should include a brief explanation of the nature of the item. Questions and/or materials to be presented to the Board are to be submitted along with the request. Items may be added to the agenda by the Board on a two-thirds (2/3) vote of the members.

Each board member will receive a copy of the agenda four days prior to the meetings, and it will be available for public inspection and/or distribution when it is distributed to the board members. At the meeting, the board may, by a majority vote, add an item that is not on the agenda. Any new policy or budgetary items presented, as an addendum to the published agenda is not subject to action at the same meeting.

The Chairman may recognize visitors and allow them to speak briefly to items on the agenda.

Legal Reference: G.S. 115C-36