

**175 MEETINGS** (replaces 3.08)

- 175.01 The Board of Education shall meet on the second and fourth Monday of each month beginning at 7:00 p.m. This meeting date and time shall be changed only by a majority of the Board members and subsequent notification in the official newspaper. The Superintendent shall provide each member with an agenda and supporting documentation prior to the meeting in the most efficient practical manner via electronic mail, fax, hand delivery or U.S. mail. From time-to-time individual board members may request a change in the manner such notice is provided to that member. Meetings shall end at 10:00 p.m unless extended by unanimous approval of the Board.
- 175.02 All Board meetings shall be held in a place reasonably accessible to all members of the public and open to all citizens, except for executive or closed sessions as permitted by law.
- 175.03 Any Board member who wants to place an item on the agenda must make his or her request in writing to the President ten (10 days) prior to a Board meeting. Agenda items requested after that date may be added in the President's discretion.
- 175.04 Any District resident shall have the right to address the Board. The Board shall schedule fifteen (15) minutes at the beginning of each regular Board meeting for members of the public to speak. This time period may be expanded for up to one-half hour at the discretion of the President. Each person, when called upon, will give their name and address and, if applicable, the name of the group they represent.
- 175.05 A special Board meeting shall be held upon the written request of any Board member. The request shall be filed with the Clerk (or, in the Clerk's absence, the President) who shall notify in writing each Board member of the time and place of the special meeting at least 24 hours before such meeting. The notice shall be delivered to each Board member personally or shall be left at the Board member's residence. In an emergency situation constituting good cause when at least 24 hours notice is impractical or impossible, a special meeting may be commenced provided the minimum public notice (currently 2 hours under Sec. 19.84 (3), Wis. Stats.) is given in the manner required by the law.
- 175.06 The Board agenda for regular meetings shall be prepared by the Superintendent and President. It shall be delivered to Board members prior to the date of the meeting and shall be published in the local newspaper.

Revised:       September 11, 2006  
                  November 13, 2006