

## AGENDA PREPARATION AND DISSEMINATION

The preparation of the agenda shall be the responsibility of the School Board Chair with the assistance of the Superintendent. Any member of the School Board may submit items for ~~consideration for~~ inclusion on the proposed agenda. The proposed agenda for regular meetings shall be publicly posted on the ACPS website at least 3 working days prior to the scheduled meeting.

The proposed agenda, and all agenda packets and ~~attachments-materials~~ shall be publicly posted on the ACPS website at the same time such documents are furnished to the School Board Members unless the materials are exempt under the Virginia Freedom of Information Act.

In accordance with *Robert's Rules of Order, Revised*, the meeting agenda can be amended by majority vote of those present at a meeting.

Adopted: October 24, 1996  
Amended: March 21, 2002  
Amended: October 18, 2007  
Amended: December 4, 2014

Amended:

Legal Refs.: Code of Virginia, 1950, as amended, §§ 2.2-3707, 22.1-78.

Cross Refs.: BCE School Board Committees  
BDA Regular School Board Meetings  
BDB Special School Board Meetings  
BDDA Notification of School Board Meetings  
BDDE Appendix Bylaws of the Alexandria City School Board  
Notification of School Board Meetings