

 Tucson, Arizona GOVERNING BOARD POLICY	POLICY TITLE: Board Meeting Agenda Posting and Organization
	POLICY CODE: BEDB

Governing Board meeting agendas are available for public review at the time the governing board meeting notice is posted to the public body and the general public. Both the agenda and the meeting notice will be posted at least 24 hours prior to the meeting except in case of an actual emergency or a recessed and resumed meeting as described in A.R.S. 38-431.02(D) (E). The notices will be posted in English and in Spanish on the TUSD website and in the posting cabinet at the front door of the TUSD administrative office, Morrow Education Center, 1010 East Tenth Street.

Board Agenda Information Process

- A Governing Board packet will be available for public review by 10 a.m. the day prior to the board meeting and will continue to be available during regular business hours until the start of the meeting. Agendas and packets are subject to change up to 24 hours prior to the Governing Board meeting.
- In accordance with a public records request, copies of materials may be obtained pursuant to Board Policy KDB – Public Information/ Public’s Right to Know – Freedom of Information.
- Questions regarding board meeting agendas or materials may be directed to the Director of Staff Services, who will forward them to the Board President and Superintendent, or copy them on any replies, as appropriate.

Order of Business

Unless the Board votes otherwise at a previous meeting, the order of business at each meeting shall be as listed below; however the Board President can reorder the items with a section at any time before the meeting begins. Any such changes should be announced at the start of the meeting. After the meeting begins, the Board may vote, at any time, to reorder items within or across sections. A section may be omitted at a specific meeting because no submitted agenda items are in that category.

Regular Meetings:

- *Schedule an Executive Session*
- *Pledge Of Allegiance*
- *Superintendent’s Report*
- *Call To The Audience*
- *Consent Agenda*
- *Public Hearing*
- *Action Item(s)*

- *Study/Action Item(s)*
- *Information Item(s)*
- *Study Item(s)*
- *Board Member Requests To Schedule Board Agenda Items*

Special Meetings:

- *Schedule an Executive Session*
- *Pledge Of Allegiance*
- *Awards and Recognitions*
- *Superintendent's Report*
- *Board Member Activity Reports*
- *Call to the Audience*
- *Consent Agenda*
- *Public Hearing*
- *Public Forum*
- *Action Item(s)*
- *Study/Action Item(s)*
- *Information Items*
- *Study Item(s)*

Executive Sessions:

Most governing board business is conducted in an open meeting as required by A.R.S. 38-431. An executive session, when the governing board will meet in private, may be scheduled as necessary by a majority vote of board members in attendance, during either a regular or special meeting. When an executive session is to be held, the notice must state the specific provision of law authorizing the executive session.

Adopted: January 16, 2007
 Revision: September 21, 2011 [format adjustment only]
 Revision: October 26, 2011 [cross reference correction only]
 Revision: May 19, 2015
 Revision: April 25, 2017

LEGAL REF.: A.R.S. 38-431 Public Meeting and Proceedings
 38-431.01 Open to the Public
 38-431.02 Notice of Meetings
 38-431.03 Executive Sessions

CROSS REF:

Replaces TUSD Policy # 9300 Governing Board Meetings and Submitting Agenda Items