

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** November 6, 2007

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **PROPOSED CHANGES TO BOARD OF EDUCATION POLICY  
8314 – INTERNAL BOARD POLICIES: OPERATIONS-  
MEETINGS: AGENDA**

**ORIGINATOR:**

**RESOURCE  
PERSON(S):**

**RECOMMENDATION**

That the Board of Education approve the changes to Policy 8314. This is the third reading of this policy.

Attachment I – Policy Analysis  
Attachment II – Proposed Policy 8314

## **BOARD OF EDUCATION POLICY ANALYSIS**

Proposed Revisions to Board of Education Policy 8314  
Internal Board Policies: Operations: Meetings - Agenda

### Statement of issues or questions to be addressed by the proposed policy

The Policy Committee continues its process of reviewing the Board's Internal operating policies. (8000 Series) The Committee recommends that Policy 8314 be amended to reflect current practice and terminology. Additionally, the full Board requested that additional amendments be considered.

### Fiscal Impact on the school system

No fiscal impact is anticipated or contemplated by this amendment.

### Relationship to other Board of Education Policies

Policy 8311 addresses the manner in which meetings are conducted; Policy 8312 addresses the right of the Board to conduct its meetings.

### Similar Policies adopted by other local school systems

PRINCE GEORGE'S COUNTY BOARD OF EDUCATION, Board of Education Bylaw 9362.2, Advance Delivery of Meeting Materials

### Legal Requirements, such as federal, state or local laws or regulations

Section 4-107 of the Education Article of the Annotated Code of Maryland provides that "a county board may hold any other meetings that its duties and business require." Additionally, the Open Meetings Act requires that "before meeting in a closed or open session, a public body shall give reasonable advance notice of the session." Md. State Gov't Code Ann., §10-506(a) However, there is no legal requirement concerning the early mailing of agenda materials.

### A draft of the proposed policy

See attached

### Other alternatives that were considered by the Board members

The Board Committee members did not consider other alternatives.

### Timeline

First Reader, October 2, 2007

Citizen Comment, October 23, 2007

Proposed Date of Adoption, November 6, 2007

INTERNAL BOARD POLICIES: Operations

Meetings: Agenda

The business conducted by the Board of Education at any regular meeting will be limited to those matters included on the agenda. Additional items may be added to the agenda by the unanimous consent of the Board members present. HOWEVER, PROPOSED regular agenda items are to be submitted to the BOARD'S Secretary-TREASURER by 4:45 p.m. eight (8) days preceding the regular meeting BY BOARD MEMBERS OR BY THE APPROPRIATE STAFF MEMBER.

The [Superintendent] SECRETARY-TREASURER, ACTING IN CONJUNCTION WITH THE BOARD PRESIDENT, VICE PRESIDENT, OR HIS/HER DESIGNEES, shall prepare the agenda which, with the minutes of the prior meeting, shall be [mailed] PROVIDED to the Board members [five (5) days] prior to each regular Board meeting.

Policy  
Adopted: 4/13/72  
REVISED:

Board of Education of Baltimore County