

The Superintendent in her/his role as Secretary to the Board, in collaboration with the Board Chair and Vice Chair, shall prepare the agenda for each Board meeting.

#### A. Regular Agenda

- ~~13.~~ Any two Board members may add information items to the agenda either through the agenda preparation process by notifying the Board Chair prior to the agenda setting meeting of the executive committee or at the beginning of a meeting. Any proposed resolutions should similarly be submitted by two Board members through the agenda setting process.
24. The agenda shall be available on the website and shall be posted at, the Administrative Offices, 5625 Dillard Drive, Cary, North Carolina 27513 Wake Forest Road at least forty-eight (48) hours in advance of the meeting.
32. The Board shall adopt an agenda for each meeting, and the agenda may not there-after be amended except upon a two-thirds vote of all members present.
43. The agenda for each regular meeting of the Board shall provide a time for a public hearing.

#### B. Amending the Regular Agenda

1. The Board Chair and/or Superintendent may add items to the agenda at the beginning of the meeting. (See background information requirements of policy 1321.)
- ~~2. The Superintendent may add items to the agenda at the beginning of the meeting.~~
- ~~3. Any two Board members may add information items to the agenda either through the agenda preparation process or at the beginning of a meeting.~~
4. Any Board member may move items from the consent agenda to the action agenda, prior to Board approval of the agenda. To the extent possible; such Board requests should be made to the Superintendent and Chair of the Board at least 24 hours in advance of the meeting.

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Legal Reference: G.S. 115C-276

Adopted: May 4, 1981

Revised: January 17, 1983

Revised: June 24, 2004

Revised: August 22, 2006

Revised: June 16, 2009

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