

**PROPOSED AGENDA**

The board secretary shall be responsible for preparing the proposed agenda for each meeting, in accordance with the chair/president. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be delivered to each board member at least three (3) days in advance of the meeting and will be available to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting.

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Cross Reference:

Board Policy 6215  
Board Policy 6020

Voucher Certification and Approval  
System of Funds and Accounts

Adoption Date: 2/18/1999