## Concord School District Policy #131.1 Agenda – Administration and Publication

An agenda will be prepared by the Superintendent for regular and special School Board meetings. Copies of the agenda will be distributed at least 24 hours prior to the meeting to Board members, P.T.O. Presidents, City Councilors, City Manager, Director of Parks and Recreation, School Principals, Library Director, print and broadcast media, the President of the Concord Education Association and the President of the Concord Education Office Personnel Association.

The Board may need to hold an emergency meeting in the case where immediate undelayed action is deemed to be imperative by the President or presiding officer of the Board, who shall notice the meeting in accordance with RSA 91-A and employ whatever means are available to inform the public that a meeting is to be held. The minutes of the meetings shall clearly spell out the need for the emergency meeting.

## **Legal Reference:**

RSA 91-A

Adopted August 1985. Revised April 3, 2017 Corresponds in part to NHSBA Policy BEDA