

POLICY 8711

PUBLIC NOTIFICATION OF SCHOOL BOARD MEETINGS

The School Board recognizes that the public is entitled to the fullest and most complete information regarding the affairs of the Board as is compatible with the transaction of Board business. To this end, advance public notice shall be provided for all meetings of the School Board and School Board committees through local news media as required by state law. It shall be the responsibility of the Superintendent of Schools or designee to supervise the execution of this policy, except as otherwise provided by the Board.

Public notices shall set forth the time, date, place and subject matter of the meeting (agenda), including that intended for consideration at any contemplated executive session.

**SUPPLEMENTS TO THE MEETING NOTICE**

In the event that a matter arises that is not included on the already distributed meeting agenda notice, the noticed agenda shall be supplemented with the additional matter.

The Superintendent shall give public notice of the supplemented agenda matter at least two hours in advance of the meeting. Notice shall be given in the same manner as the original meeting notice, unless such notice is impracticable due to publication deadlines. In such cases, the notice shall be posted in several public locations within the District.

All media and/or persons who have filed a written request for Board meeting notification shall receive a copy of the supplemented meeting agenda notice.

**LEGAL REF.: Wisconsin Statutes**

Sections 19.83 [Meetings of governmental bodies]  
19.84 [Public notice requirements]

**CROSS REF.: 8710, Regular Board Meetings**

8712, Agenda Preparation and Dissemination  
8720, Special Board Meetings

**ADMINISTRATIVE REGULATIONS: None**

**AFFIRMED IN PART:** January 28, 1990  
June 8, 1993

**REVISED:** July 10, 2001  
February 24, 2015