

Part 3 Chapter 12: Board of Education Operations

Rule 12.1 Agenda

1. A State Board of Education (SBE) member may request that any item which the member desires to be considered by the full SBE be placed on the agenda.
2. All other requests for items to be placed on the agenda shall be submitted in writing to the Executive Secretary, with sufficient detail to explain the nature of the request and be received by the Executive Secretary no less than 10 calendar days prior to the scheduled monthly meeting. Requests will be acknowledged in writing and, if the request is granted, an approximate time and length for the presentation will be assigned.
3. Requests to address the SBE shall be submitted in writing to the Executive Secretary no less than 10 calendar days prior to the monthly meeting. The request shall provide sufficient information to explain the nature of the requested address. Requests will be acknowledged in writing and, if the request is granted, an approximate time and length for the presentation will be assigned.
4. Matters not on the agenda will not generally be considered by the SBE except when two-thirds of the SBE present and voting concur.
5. The Executive Secretary of the SBE shall provide the proposed agenda to each SBE member not later than 7 calendar days prior to a regularly scheduled meeting.
6. The agenda shall be posted on the Mississippi Department of Education (MDE) website by noon the day before the SBE meets.

Source: *Miss. Code Ann. § 37-1-3 (Rule Revised 05/2023)*