

STATE OF MISSISSIPPI DEPARTMENT OF EDUCATION	TOPIC: BOARD MEETINGS
EMPLOYEE PROCEDURES MANUAL	<u>SECTION: 2.0</u> PAGE 1 OF 1 <u>EFFECTIVE DATE:</u> MAY 1, 2000 <u>REVISION #3:</u> JULY 1, 2019

BOARD MEETINGS

The Mississippi Board of Education has a regularly scheduled monthly board meeting which is held the third Thursday of every month. Any special or called work session(s) of the Board will be announced in advance and noted in the Board minutes. Unless otherwise noted, all meetings of the Board are held in the 4th floor boardroom of the Central High School Building and begin at 10:00 a.m.

All Board meetings shall be conducted in accordance with the Open Meetings Law as defined in § 25-41-1, et seq, Mississippi Code of 1972.

AGENDA

For an item to receive Board action, it must be placed on the agenda. In order for an item to be placed on the Board's agenda, it must be submitted to the State Superintendent's office according to the pre-established time frames.

The due dates for agenda items and material(s) are provided in May of each year for the next calendar year.

ATTENDANCE AT BOARD MEETINGS

The State Superintendent and Executive Leadership Team are requested to attend all Board meetings. Other employees may be requested to attend meetings or work sessions of the Board from time to time; if so, they will be informed in advance. The employees whose attendance is not requested should not absent themselves from their assigned duties to attend the meetings.