

**LEYTON PUBLIC SCHOOLS  
BOARD OF EDUCATION POLICY #2010**

**Preparation for Board Meetings**

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: March 15, 2005  
Revised on: November 13, 2017  
Reviewed on: October 14, 2019  
Reviewed on: March 8, 2021  
Revised on: July 11, 2022  
Reviewed on: March 11, 2024