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**ADVANCE DELIVERY OF MEETING MATERIALS** *Policy Code:* **1435**

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At least four work days prior to each regular or special Watauga County Board of Education (the “board”) meeting, the superintendent shall provide the following materials to each board member:

1. the proposed agenda;
2. minutes of previous meetings that have not been approved; and
3. any supporting information or materials that would assist board members to become informed of the issues proposed for board consideration.

Legal References: G.S. 115C-36

Cross References: Board Meeting Agenda (policy 1430)

Adopted: November 9, 2015

Replaces: Board policy 1.04, Procedures for Board Meetings (in part)