

**SERIES 100  
BOARD OF EDUCATION**

171.1

**PUBLIC NOTIFICATION OF BOARD MEETINGS**

The District Administrator or Board Clerk shall provide public notice of Board meetings in accordance with state law. Public notice shall be posted at the Marshall Community Library, the F & M Bank, and the post office in Marshall. In addition, notice shall be sent to the Star and, upon written request, other news media and individuals. An electronic copy of the notice will be posted on the district website.

Public notice shall be given at least 24 hours in advance of the meeting. When, for good cause, 24 hours notice is impossible or impractical, shorter notice may be given, but not less than two hours notice may be given in advance of the meeting. The notice shall set forth the time, date, place and subject matter of the meeting.

**Supplements to the Notice**

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

The District Administrator 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 agenda notice, unless such notice is impracticable. In such cases, the affected entities and individuals shall be contacted by telephone regarding the supplemented agenda matter.

Legal Reference:      Section 19.83 Wisconsin Statutes  
                                 19.84  
                                 120.11 (4)

Cross Reference:     171, Regular Board Meetings  
                             171.2, Agenda Preparation and Dissemination  
                             187, Public Participation at Board Meetings

Date of Adoption:    November 15, 1995

Date of Revision:    November 16, 2011

Date of Revision:    February 19, 2025