

2300 BOARD OF SCHOOL DIRECTORS - MEETINGS

2347 Electronic Information Dissemination Policy

The Board of School Directors shall be provided **on BoardDocs** information in an electronic format, including but not limited to, the list below. ~~This does not imply that the Board of School Directors will not have access to the information in a paper format if so desired.~~

All public materials provided to the Board for use in a meeting shall be posted on the District website BoardDocs at the same time that it is materials are provided to the Board.

It is the goal of the Board to have tentative Board and Committee Agendas posted one week in advance of the meetings.

1) Finance Related

- Monthly updated budget (general fund) - budget account; administrator in charge; beginning budget; transfers; adjusted budget; YTD expenditures; outstanding encumbrances; unencumbered balance.
- Monthly updated budget (athletic fund) - budget account; administrator in charge; beginning budget; transfers; adjusted budget; YTD expenditures; outstanding encumbrances; unencumbered balance.
- Monthly updated budget (capital fund) - budget account; project ID; beginning budget; YTD expenditures; outstanding encumbrances; unencumbered balance.
- Monthly updated payment of bills database - budget account; check number; vendor; description; amount.

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2) Personnel Related

- Monthly updated Certificated Staff – Name; assignment; building; FTE; salary.
- Monthly updated Hourly Support Staff – Name; assignment; building; hours; hourly pay rate; benefits flag.
- Monthly updated Salaried Support Staff – Name; assignment; building; FTE; salary.
- Contracts.
- Monthly updated Administrative Staff – Name; assignment; building; FTE; salary.

3) General Information

- Warren County School District policy manual updated as changes are approved.
- Board of School Directors' meeting agendas.
- Board of School Directors' meeting minutes as approved.
- Summary of long-term debt updated annually.
- Summary of insurance policies updated annually.
- Enrollments by grade and by building updated annually.
- Monthly construction project updates.
- All reports of any nature.

4) Professional Services

- All reports obtained by professionally contracted services. (Ex. Master Facilities Plan, Educational Specifications, Engineering Studies, etc.)

Adoption Date	-	December 5, 2002
Revised	-	
Practice	-	
Legal Reference	-	

JHG/rh