

**IRAAN-SHEFFIELD ISD
CALENDAR FOR BOARD MATERIALS AND AGENDA ITEMS**

All materials and agenda items for the regular monthly meetings will be due by the deadlines listed below:

<u>Deadline</u>	<u>Board Meeting</u>
September 4, 2017	September 11, 2017
October 2, 2017	October 9, 2017
November 6, 2017	November 13, 2017
December 4, 2017	December 11, 2017
January 8, 2018	January 16, 2018 (Christmas break conflict)
February 5, 2018	February 12, 2018
February 26, 2018	March 5, 2018 (Spring Break conflict)
April 2, 2018	April 9, 2017
May 7, 2018	May 14, 2018
June 4, 2018	June 11, 2018
July 9, 2018	July 16, 2018 (Office closed week of 4th)
August 6, 2018	August 13, 2018

The deadlines are necessary to allow the superintendent time to review items and properly prepare the agenda, board packet, and presentations for the trustees. Board packets will go out no later than Friday afternoon each week prior to the Monday meeting date.

All meetings will begin at 6:00 p.m. unless unavoidable circumstance causes a change.