

EDUCATION ACHIEVEMENT AUTHORITY

<STREET ADDRESS>

<City, ST, Zip Code>

Telephone: <Phone Number>

Facsimile: <Fax Number>

Email Address: <email address>

Website: <website address>

REGULAR MEETING
EDUCATION ACHIEVEMENT AUTHORITY
 BOARD OF DIRECTORS
 EXECUTIVE COMMITTEE

Date: <Date of Meeting>

Time: <Time of Meeting>

Location: <Location Name>

<Address of Meeting>

<City, ST, Zip Code of Meeting location>

AGENDA

Call To Order

- I. Roll Call**
- II. Approval of Agenda/Additions and Deletions** *(if items are added, they should be included under Other Business)*
- III. Administrator Report(s)**
- IV. Treasurer's Report**
- V. Committee Report(s)** *(if applicable)*
- VI. Policy Review**
- VII. Old Business**
- VIII. New Business**
- IX. Other Business**
- X. Public Comment** *(limited to 3 minutes per person)*
- XI. Adjournment**

A copy of the meeting minutes are available for public inspection at the **EDUCATION ACHIEVEMENT AUTHORITY**, <Authority Address> within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Authority shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact <Contact Name> at <Phone Number> prior to the meeting.