

## BOARD MEETING PROCEDURES

Each Board of Education meeting shall be conducted in an orderly manner which provides time for and encourages community involvement. The order of business at each regular monthly meeting shall be as follows:

1. Call to Order
2. Executive Session
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Consideration of the Minutes of previous meeting[s]
7. Recognition [*periodic recognition of distinctive accomplishments*]
8. Public Comment [*pertaining to the approved agenda*]
9. Superintendent's Report [*provided in print as an attachment*]
10. Consent Agenda
  - a. Reports and communications
  - b. New Business
  - c. Personnel
11. Goals
12. Old Business
13. New Business
14. Executive Session [*if and as necessary*]
15. Adjournment

The regular order of business may be changed at any meeting (and for that meeting only) by an affirmative vote of a majority and voting for the proposed change in the regular order of business.

Except in emergencies, the Board shall not attempt to decide upon any question under consideration before examining and evaluating relevant information. The Superintendent shall be given an opportunity to examine and to evaluate all such information, and to recommend action before the Board attempts to make a decision.

The Board may adjourn a regular or special meeting at any place in the agenda providing that arrangements are made to complete the items of business on the agenda at a future meeting. The minutes shall make notice of the adjournment, and the reconvened session shall be considered an addition to these minutes

Adoption date: June 4, 2008

