

() Required
(X) Local
(x) Notice

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 meeting shall be as follows:

1. Call to Order
2. Pledge of Allegiance
3. Public Comments on Agenda Items
4. Approval of Minutes
5. Acknowledgement of Monthly Reports and Correspondence
6. Recommendations of the Superintendent of Schools
7. Other Items
8. Approval of CSE and CPSE Recommendations
9. Budget Transfers
10. Policy Matters
11. Reports
12. Public Comments
13. Board Member Comments
14. 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: December 13, 2011