

SUBJECT: BOARD MEETING PROCEDURES

Each Board of Education meeting shall be conducted in an orderly manner **which reflects the Board's desire for transparency in the operation of the District. The meetings shall be structured to foster the dissemination of information to the public** and encourage community involvement, **comments and questions.** The order of business at each Business Meeting shall be as follows:

- a) Call to order
- b) Pledge of Allegiance
- c) Reading of Mission
- d) Moment of silent meditation
- e) Dais and visitor introductions
- f) High school student organization report
- g) Board of Education Reports
 - 1. Comments from Board Trustees
 - 2. Comments from the Board President
 - 3. Comments from Superintendent
- h) Old business
- i) New business
- j) Consensus agenda
- k) Superintendent's Report
- l) Public comments
- m) Executive session
- n) Adjournment

The order of business at each Workshop Meeting shall be as follows:

- a) Call to order
- b) Pledge of Allegiance

(Continued)

SUBJECT: BOARD MEETING PROCEDURES (Cont'd.)

- c) Reading of Mission
- d) Moment of silent meditation
- e) Dais and visitor introductions
- f) High school student organization report
- g) Board of Education Reports
 - 1. Comments from Board Trustees
 - 2. Comments from the Board President
 - 3. Comments from Superintendent
- h) Old business
- i) New business
- j) Consensus agenda
- k) Superintendent's Reports
- l) Executive session
- m) 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.

Adjournment

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.

Adopted: 5/19/15