Proposed Agenda and Consent Agenda

Proposed Agenda

The board secretary will be responsible for preparing the proposed agenda for each meeting in consultation with the board president. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be provided to each board member at least three (3) days in advance of the meeting and will be available to any interested citizen on the district's website twenty-four (24) hours prior to the meeting.

Consent Agenda

To expedite business at a school board meeting, the board approves the use of a consent agenda which includes those items considered to be routine in nature. The consent agenda will appear on the regular agenda following the approval of minutes of the previous meeting(s).

Any item which appears on the consent agenda may be removed on request by a member of the board and placed on the regular agenda. The remaining items on the consent agenda will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Order of Business

The order of business generally, will be that indicated in the agenda. Any additions or changes in the prepared agenda may be requested by the Superintendent or a Board member and/or made by the President with the concurrence of the Board. The agenda normally will follow this order of business:

4:30 p.m.

Roll call
Pledge of allegiance
Approval of agenda
Consent agenda
Audience hearings
Reports to the board
- Break –
Unfinished business
New business
Board comments
Agenda planning, including draft agendas for the next two meetings
Study session
Adjournment

Cross Reference:	Board Policy	6020	System of Funds and Accounts
		6215	Voucher Certification and Approval

Adoption Date: 07.03.12
Bellevue School District
Revised: