

BOARD MEETING PROCEDURES

Each Board of Education meeting shall be conducted in an orderly manner which provides time for and encourages community involvement. The Board President shall preside at all meetings. In the absence of the President, the Vice President shall preside. In the absence of the Vice President, the Board shall choose a president pro-tem. In the absence of the District Clerk, the Board shall choose a Clerk pro-tem.

The order of business at each regular meeting shall be as follows:

1. Call to order
2. Attendance
3. Pledge of Allegiance
4. Approval of Minutes
5. Visitor's for Agenda Related Items (3 minutes each visitor/maximum 30 minutes)
6. Reports and recommendations of the Superintendent of Schools
7. Old business
8. New business
9. Public Comments
10. 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: February 27, 2008

Amended date: October 28, 2009