

Procedure Proposed Agenda and Consent Agenda

Proposed Agenda

- A. Call to order
- B. Approval of minutes of previous meeting(s)
- C. Changes or Additions to the Agenda
- D. Student Representative Report
- E. Consent Agenda
- F. Hearing of individuals or groups on Agenda and Non-Agenda Items
- G. Correspondence and Communications
- H. Teacher Report
- I. Legislative Report
- J. Superintendent and Committee Reports
 - 1. Superintendent
 - 2. Physical Plant
 - 3. Instructional Support
 - 4. Administration
- K. Program, Curriculum & Assessment
- L. Personnel
- M. Budget and Fiscal Matters
- N. General
- O. Adjournment

Consent Agenda

The basic purpose of a consent agenda is to recognize routine matters in an expeditious manner. If a debatable item appears on the consent agenda, the item may be removed at the request of a board member and inserted at an appropriate place on the agenda.

Some examples of items that may be included on the consent agenda are:

- A. Authorization of superintendent to sign claim forms on behalf of district;
- B. Approval of personnel actions (resignations, retirements, employments, discharges) during the month; or
- C. Approval of staff travel during the month.

The board shall receive supporting information for the consent agenda items along with the regular agenda materials. Upon approval of the board, a list of all consent agenda items shall appear in the minutes.

Adoption Date: 02.12.08
Shaw Island School District
Classification: Discretionary
Revised Dates: 1.12.16