

Proposed Agenda and Consent Agenda

The Board Secretary will be responsible for preparing the proposed agenda for each meeting, in accordance with the chair/president. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be delivered to each Board member at least three (3) days in advance of the meeting and will be available to any interested citizen at the Superintendent's office twenty-four (24) hours prior to the meeting.

The proposed agenda for regular and special meetings will be posted to the district website not less than twenty-four (24) hours prior to the start time of the meeting, unless the district does not have a website or has fewer than ten (10) full-time equivalent employees.

At a special meeting, final action may be taken only on that business contained in the original notice of the special meeting and agenda.

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 from the consent agenda by a member of the Board. The remaining items 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.

Cross References: Board Policy 7315 Audit of Expenditures

Legal References: RCW 42.30.080 Special Meetings
 SHB 2105

Management Resources: Policy News, June 2014

Adoption Date: 04.01.97

Revised Dates: 10.14