

Update to Policy #5: Board Agenda

Agendas shall be developed by the Board Chair, in consultation with the Executive Director. The agenda shall contain the following, as appropriate:

- a. The name of the Board
- b. Location, date, and start time of the meeting
- c. Call to order
- d. Public Comment
- e. Consent Agenda, including the following:
 - a. Reading Presentation and acceptance of minutes from last meeting
 - b. School Dashboard information, including enrollment numbers, demographics, and attendance.
 - c. Procedural acknowledgements and/or approvals
- f. ~~Current~~ Board Business
- g. Committee Reports, including Finance
- ~~h. Unfinished business~~
- ~~i. New business~~
- ~~j. Announcements~~
- k. Executive Director's Report
- l. Closed Session (if applicable)
- m. Adjournment

The full agenda, including the consent items will be disseminated 24 hours prior to the board meeting along with copies of reports and back-up materials so members can do due diligence prior to voting.

The consent agenda will include prior meeting minutes, school dashboard information, and other procedural and routine acknowledgements/approvals. In accepting the consent agenda, the Board Chair will ask if members wish to remove an item from the consent portion of the agenda, in order to further discuss and/or solely vote on that item. The Board Chair will then ask for a motion to accept the consent agenda; once received, the Board can discuss. The understanding, though, is that members are prepared and, other than a quick point or question, they are comfortable voting for the items or they would have asked to have them removed.

If any items were removed from the consent portion of the agenda the Chair may determine where on the agenda those items will be discussed. All other items will then be voted on for passage/approval.

If any of the agenda items is to be a closed session, that fact must be noted, with a reference to the statutory basis for closing that portion of the meeting and a general description.

The Agenda shall be posted to the public at the school offices and at the location of the meeting at least 24 hours before the time specified for the meeting. If the meeting will be conducted by telephone or other electronic means, the location

where the public may observe and attend the meeting or directions to access the meeting electronically must be provided.