

Clatskanie School District 6J

Code: **BDDC**
Adopted: 2/26/07
Readopted: 4/22/13
Orig. Code(s): BDDC

Board Meeting Agenda

The Board chair and the superintendent will prepare an agenda for all regular meetings of the Board. Items of business may be suggested by any Board member, staff member, student or citizen of the district by notifying the superintendent at least five working days prior to the meeting.

The agenda for Board meetings of a regular nature shall be in the following form. The Board will follow the order of business set up by the agenda unless the order is altered by a consensus of the Board.

1. Call to Order

Flag Salute
2. Consent Agenda
 - a. Minutes
 - b. Financial Report
3. Reading of Communications and Hearing of Interested Parties
4. Unfinished Business
5. New Business
6. Superintendent's Report
7. Executive Session
8. Next Meeting
9. Adjournment

Items of business not on the agenda may be discussed and acted upon if the majority of the Board agrees to consider them.

The agenda, together with supporting materials, will be distributed to Board members at least 48 hours prior to the meeting. The agenda will be available to the press and to interested patrons through the superintendent's office at the same time it is available to the Board members. Copies of the agenda for the press and public will not contain any confidential information included in the Board members' packets.

A copy of the agenda will be posted in each district facility on the day of the meeting. Members of the public may request a copy of the agenda at the superintendent's office. All minutes shall be available to the public within a reasonable time after the meeting. Minutes are available at the district office.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

Cross Reference(s):

BDDG - Minutes of Board Meetings

BDDH - Public Participation in Board Meetings