

Corbett School District 39

Code: **BDDB/BDDC**
Adopted: 6/18/87
Readopted: 10/16/97; 3/14/12
Orig. Code(s): BDDB/BDDC

Board Meeting Agenda

The agenda for the Board meeting shall be prepared by the superintendent and Board chairman and shall be mailed or given to each Board member at least five days in advance of the meeting date and hour. A sample general meeting agenda shall include:

1. Agenda review/additions/deletions;
2. Consent agenda;
3. Minutes;
4. Parking lot (unfinished business);
5. Financial report/disbursements;
6. Correspondence;
7. Superintendent's report;
8. Special reports by staff/visiting specialist;
9. Audience comments on non-agenda items;
10. Business;
11. Adjournment.

A majority of the Board may later delete from or add to the agenda.

Any Board member may direct the superintendent to place an item on the next agenda for discussion only. The staff will not be expected to provide information at that time.

Board members must vote to put an item on a future agenda for indepth research and possible action.

During the meeting, items not on the agenda may only be added by a vote of the Board.

Board members making presentations on discussion items will limit their time to five minutes unless an extension of time is approved by the majority of the Board.

END OF POLICY

Legal Reference(s):

[ORS 192.640](#)

Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq. 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000)

Cross References:

Policy BDDG/BDDK - Minutes of Board Meetings
Policy BDDH - Public Participation in Board Meetings