

Pine Eagle School District 61

Code: **BDDC**
Adopted: 6/04/90
Readopted: 4/10/00, 12/10/01
Orig. Code(s): 121.4, 121.7

Board Meeting Agenda

The superintendent shall develop regular Board meeting agendas and have developed informational material about these agenda items. Requests for placing items on the agenda shall be given to the superintendent in sufficient time to place on the agenda and to develop informational materials.

No new business shall be transacted by the Board unless the items are placed on the agenda and relevant information has been delivered to Board members at least 24 hours prior to each meeting. However, upon the concurrence of at least five Board members, new business items may be brought up for Board action without the 24-hour notice.

Order of Agenda

The order of business at all meetings of the Board shall be:

1. Call to order
2. Announce tape recording of meetings
3. Approval of minutes
4. Introduction of guests
5. Correspondence
6. Financial report
7. Unfinished business
8. New business
9. Administrators' reports
10. Petitions and requests
11. Suggestions for future agenda items
12. Adjournment

Upon consensus of the Board members present, the chairperson may deviate from this order of business.

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).