

**Winston-Dillard
School District 116**

Code: **BDDC**
Adopted: 7/10/02
Revised/Readopted: 3/16/11; 4/18/12
Orig. Code(s): BDDC

Board Meeting Agenda

The superintendent and board chair shall 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 so notifying the superintendent at least 10 calendar days prior to the meeting.

A consent agenda may be used by the Board for noncontroversial business. The consent agenda shall consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A Board member may ask that any item be removed from the consent agenda. The removed item shall then be placed on the regular agenda.

The agenda shall be set following a general order established by Board resolution. Opportunities for the audience to be heard shall be included. The Board shall follow the order of business set up by the agenda unless the order is altered by a consensus of the Board.

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, shall be distributed to Board members at least five full days prior to the meeting. The agenda shall 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 shall not contain any confidential information included in the Board members' packets.

A copy of the agenda shall 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.

The district shall ensure equally effective communications are provided to qualified persons with disabilities upon request as required by the Americans with Disabilities Act.

Appropriate auxiliary aids and services may include large print, Braille, audio recordings, and readers. Primary consideration shall be given to the requests of the person with a disability in the selection of appropriate auxiliary aids and services.

Should the Board demonstrate such requests would result in a fundamental alteration in the service, program, or activity or in undue financial and administrative burdens, alternate, equally effective communications shall be used.

Auxiliary aids and services for persons with disabilities shall be available at no charge to the individual.

Order of Agenda

The following shall be the order of business of the regular meetings. The Board may utilize a “consent” agenda for routine action. The order of business may be changed by a vote of the Board.

1. Call to order;
2. Pledge of Allegiance;
3. Roll call - Establishment of quorum;
4. Student Reports;
5. Communications;
6. Audience welcome;
7. Superintendent’s reports;
8. Discussion or information items;
9. Consent agenda;
10. Action items;
11. For the good of the order;
12. Adjournment.

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