

POLICY

2008

1511

By-Laws

SUBJECT: AGENDA FORMAT

For regular Board meetings, the following format is used:

- a) Pledge of Allegiance
- b) Call to order, roll call;
- c) Board procedures;
- d) Public participation; (items not on agenda)
- e) Approval of minutes;
- f) Superintendent's reports;
- g) Action items;
- h) Reports;
- i) Discussion time;
- j) Board communications and concerns;
- k) Adjournment.

For special and emergency meetings, the regular meeting agenda format shown above may be shortened and/or adapted to fit the purpose of the meeting.

Education Law Section 1606
Public Officers Law, Section 104(2)

Adopted: December 16, 2008