

PROPOSED AGENDA AND CONSENT AGENDA

Proposed Agenda

The board secretary will be responsible for preparation of the agenda for each meeting, in consultation with the board president. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be provided to each board member at least three (3) days in advance of the meeting and to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting.

The proposed agenda for regular and special meetings will be posted to the district website not less than twenty-four (24) hours prior to the start time of the meeting, unless the district does not have a website or has less than ten (10) full-time equivalent employees.

Consent Agenda

To expedite business at a school board meeting, the board approves the use of a consent agenda which includes those items considered routine in nature, including minutes of the previous meeting(s). The consent agenda will be listed on the regular agenda.

Any item that appears on the consent agenda may be removed by a member of the board, and placed on the regular agenda. The remaining items on the consent agenda will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

Cross References:	Board Policy	1400	Board Meeting, Quorums and Meeting Conduct
		6020	System of Funds and Accounts
		6215	Voucher Certification and Approval
Legal References:	RCW	42.30.080	Special Meetings
	SHB	2105	
Management Resources:	Policy News, June 2012 Special Meeting Requirements		

Adopted: February 25, 1999
Revised: April 24, 2014
Revised: March 26, 2015