

Procedure Proposed Agenda and Consent Agenda

Proposed Agenda

- A. Call to order
- B. Flag salute
- C. Additions or changes to the agenda/corrections to the minutes
- D. Hearing of visitors
- E. Approval of Consent Agenda
 - 1. Minutes of previous meeting(s)
 - 2. Expenditures
 - 3. Monthly Items
- F. What's right with Pateros Schools
- G. Unfinished Business
- H. New Business
- I. Reports
 - 1. Treasurer
 - 2. Principal
 - 3. Superintendent
- J. Board open forum
- K. Executive session if needed
- L. Adjournment

Consent Agenda

The basic purpose of a consent agenda is to recognize routine matters in an expeditious manner. If a debatable item appears on the consent agenda, the item may be removed at the request of a board member and inserted at an appropriate place on the agenda.

Some examples of items that may be included on the consent agenda are:

- A. Authorization of superintendent to sign claim forms on behalf of district;
- B. Approval of personnel actions (resignations, retirements, employments, discharges) during the month; or
- C. Approval of staff travel during the month.

The board shall receive supporting information for the consent agenda items along with the regular agenda materials. Upon approval of the board, a list of all consent agenda items shall appear in the minutes.

Adoption Date: Aug 2002
Pateros School District
Revised Dates: 6.2007; (reviewed 10.2007); 4.2017