

THE BOARD OF DIRECTORS

Proposed Agenda and Consent Agenda

The board secretary, in consultation with the board president, shall be responsible for preparing the agenda for each meeting. Copies of the agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least two (2) days in advance of the meeting and will be available to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting.

Consent Agenda

To expedite business at a school board meeting, the board uses a consent agenda, which includes those items considered to be routine in nature. The consent agenda will appear on the regular agenda following the approval of minutes of the previous meeting(s).

Any item that appears on the consent agenda may be removed from the consent agenda by a member of the board. Items not appearing on the consent agenda may be inserted at the request of a member. The remaining items 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:

(cf. 6020 - System of Funds and Accounts)
(cf. 6215 - Voucher Certification and Approval)

Legal References:

RCW 28A.320.040 Directors—Bylaws
RCW 28A.330.050 Superintendent's duties

Adoption Date: April 10, 1985
Revised Date: October 11, 1995
Revised: May 23, 2001