

AGENDA FORMAT

In order to provide reasonable notice of the business to be conducted and to achieve consistency in the order of its meetings, the Board has adopted the following agenda format for its Regular and Special Meetings. Additions and/or adjustments to the agenda for a particular meeting may be made during that meeting in accordance with Board policy. The agenda format may be altered only by vote of the Board and in a manner consistent with its policy adoption process.

[SCHOOL BOARD NAME]  
[TYPE OF MEETING]  
[DATE]  
[TIME]  
[PLACE]

- 1. Call to Order
- 2. Attendance/Roll Call
- 3. Pledge of Allegiance
- 4. Adjustments to the Agenda
- 5. Approval of the Minutes
- 6. Chairperson’s Report
- 7. Superintendent’s Report
- 8. Principals’ Reports
- 9. Committee Reports
- 10. Public Participation
- 11. Items for Action

A. Old Business

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

B. New Business

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

11. Board Roundtable

12. Adjournment

The order of business may be altered or items added or deleted from the agenda by a consensus of the Board members present and voting.

Legal Reference: 1 M.R.S.A. 403 et. Seq.

Cross Reference: BEDB—Agenda; BEDH—Public Participation at Board Meetings

First Reading June 10, 2009

Second Reading June 24, 2009