

**I. PURPOSE**

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

**II. GENERAL STATEMENT OF POLICY**

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

**III. ORDER**

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to order
2. Additions to Agenda
3. Acceptance of Agenda
4. Community Comments
5. Presentations and Special Reports
  - 5.01 Executive Director Report
6. Consent Agenda
  - 6.01 Approval of the Minutes of the Regular Meeting of (Date)
  - 6.02 Action on Payment of Bills
7. District Operation and Informational Items for Discussion
8. Other Items

B. The following action items will be included on the consent agenda:

1. Minutes of the previous Board meeting(s) to be voted on for approval
2. Payment of bills
3. Hiring of staff

An item may be pulled from the Consent Agenda for separate consideration by the request of individual Board members.

C. The school board may depart from the order of business with the consent of the majority of members present.

**Legal References:** Minn. Stat. § 123B.09, Subd. 7 (School Board powers)

**Cross Reference:** NWSISD Policy 203 (Operation of the School Board - Governing Rules)  
NWSISD Policy 203.5 (School Board Meeting Agenda)  
NWSISD Policy 203.6 (Consent Agendas)

*Adopted: June 19, 2002*

*Revised: July 1, 2006*