

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of governing board meetings, the governing board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The executive director, in consultation with the governing board chair, may place items on the consent agenda. By using a consent agenda, the governing board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to governing board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the education district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual governing board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the governing board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the governing board. The consent agenda items shall be separately recorded in the minutes.

Cross References: MSBA/MASA Model Policy 203.2 (Order of the Regular Governing board Meeting)
MSBA/MASA Model Policy 203.5 (Governing board Meeting Agenda)
MSBA/MASA Model Policy 204 (Governing board Meeting Minutes)