

## AGENDA FORMAT

The Board of Education will use the the following Agenda format to provide public notice, as directed by policy BEDB:

1. Call meeting to order
2. Pledge of Allegiance
3. Workshop (if scheduled)
4. Approval of minutes
5. Adjustments to the agenda
6. Recognition
7. Superintendent Report
8. Chair Report
9. Committee, Liaison and Student Reports
10. General Public Comment\*
  - a. This period of comment would be reserved for any topic not in continuing or new business and would be consistent with Scarborough Public School Board of Education meeting norms listed below.
11. Continuing Business\*
12. New Business\*
13. Announcements
14. Executive Session
15. Adjournment

At the discretion of the Superintendent and the Chair, non-controversial items may be combined into a single consent agenda for the purposes of voting; at the request of any member of the board, any item may be removed from the consent agenda and brought forward under continuing or new business, as appropriate.

\*Public comment period will be opened up during general public comment and as each agenda item is introduced, provided that public comment is consistent with the Scarborough Public School Board of Education meeting norms as follows:

- (a) Each citizen is limited to one presentation, per citizen, per topic of not more than three minutes;
- (b) Audience participation shall cease when the Chair calls for Board action; and
- (c) Robert's Rules of Order govern the procedures of all Board Meetings.

Legal Reference: 20-A MRSA § 1477 (RSU)

Cross Reference: BE—School Board Meetings  
BEDB-R—Agenda Format  
BEDH—Public Participation at Board Meetings  
BEDH-R —Public Participation at Board Meetings

Adopted: March 7, 2024