RECOMMENDED

BCAA - BOARD MEETING AGENDA AND PRE-MEETING PREPARATION

Agenda

The Board President, in consultation with the Superintendent, shall prepare agendas. Persons wishing items to be included in the agenda shall submit those items to the Superintendent no later than five days prior to the regular board meeting. Inclusion shall be at the discretion of the Board President.

Regular Meeting Agenda

The Board shall follow the order of business set up by the agenda unless altered by consent of the members present at the regular meeting. Items may be added to the agenda at regular meetings with consent of **2/3rds** majority of the Board.

The order of business shall be as follows:

1. Call to order
2. Voluntary recitation of the pledge of allegiance
3. Confirmation of agenda
4. Approval of minutes
5. Consideration of bills
6. Communications
7. Financial
8. Unfinished business
9. New business
10. Miscellaneous business
11. Public Comment
12. Adjournment

The agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least three days in advance of each regular board meeting. Upon request, local news media representatives and citizens may obtain copies of board meeting materials from the district office. The agenda will be posted at the district office and at the location of the meeting.

Board members are expected to read the information provided to them and to contact the Business Manager or Superintendent to request additional background necessary to assist them in their decision-making responsibilities.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- BBBA, Officers of the Board
- BC, Meetings of the Board
- BCAB, Board Meeting Procedures
- BCAC, Minutes
- BCBA, Public Participation at Board Meetings

End of Hope-Page School District Policy
BCAA . . . . . Adopted: 07/2025