

## **203.2L ORDER OF THE REGULAR SCHOOL BOARD MEETING**

### **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. *Attendance*
3. *Approval of prior meeting minutes.*
4. *Presentation of bills for payment.*
5. *Recognition of visitors*
6. *Approval of agenda.*
7. *Reports.*
8. *Written communications.*
9. *Old or unfinished business.*
10. *New business.*
11. *Advisory Committee Reports*
12. *Personnel Consent Items*
13. *Adjournment.*

*[Note: The school board should incorporate its preferred order of business into this policy.]*

B. Items in this order may be considered as part of a consent agenda.

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

*D. The president or superintendent may occasionally change any “proposed” agenda.*

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

**Cross References:** MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)  
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)  
MSBA/MASA Model Policy 203.6 (Consent Agendas)