

Procedure - Proposed Agenda and Consent Agenda

Proposed Agenda

- A. Call to order
- B. Pledge of allegiance
- C. Land acknowledgement
- D. Approval of minutes
- E. Changes or Additions to the Agenda
Any change in the order of, or additions to, the printed agenda may be made upon the request of a Director or the Superintendent if approved by the Directors present.
- F. Presentations by individuals or groups
- G. Items to be brought up by persons present
- H. Public Comment on Agenda Items and Public Comment from Students on Any Topic(s)
- I. Action on Consent Agenda
- J. Superintendent's Report
- K. Business Items
- L. Community Comment
- M. Reports by individual board members
- N. Executive Session
- O. Adjournment

Potential Business Items:

- 1) Board Policy Review
- 2) Certificated personnel
- 3) Classified personnel
- 4) Students and school programs
- 5) Use of buildings and grounds
- 6) Construction
- 7) Transportation
- 8) Food service
- 9) Finance
- 10) Audits

Consent Agenda

The basic purpose of a consent agenda is to recognize routine matters in an expeditious manner. If a debatable item appears on the consent agenda, the item will be removed at the request of a board member and inserted at an appropriate place on the agenda.

- 1) Authorization of Superintendent to sign claim forms on behalf of District
- 2) Approval of personnel actions (resignations, retirements, employments, discharges) during the month.
- 3) Approval of staff travel.
- 3) Approval of student travel.
- 4) Authorization to enter into inter-district cooperative agreements.
- 5) Approval of personnel reports.
- 6) Approval of routine applications for funding.
- 7) Approval of routine reports for the state or federal level.
- 8) Approval of bids.
- 9) Declaration of surplus property and/or materials.
- 10) Approval for the payment of bills and payroll.
- 11) Approval of collective bargaining agreements.

12) Approval of instructional materials.

The board shall receive supporting information for the consent agenda items along with the regular agenda materials. Upon approval of the board, a list of all consent agenda items shall appear in the minutes.

Adoption Date: 06.28.94
Renumbered: 05.12.03
Olympia School District
Classification: Essential
Revised Dates: 11.22.10
Reviewed Dates: 02.08.24