

Lawrence County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Agendas	Descriptor Code: 1.403	Issued Date: 03/13/07
		Rescinds: 1.603	Issued: 02/20/03

1 The agenda consists of the items of business to be discussed at the meetings of the Board of Education
2 (BOE).

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4 The director of schools and/or the chair is charged with the responsibility for preparing the agenda. It
5 shall be the responsibility of the director of schools to provide the board members and the media a writ-
6 ten agenda no later than five days prior to the regularly scheduled board meeting.

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8 Once the agenda has been adopted, the business items on it are the property of the meeting, not of the
9 groups or individuals who submitted the items. Any change to the agenda, once it is adopted, can be
10 made by motions, but any such motions require two-thirds or larger majorities to pass.

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12 If an individual has submitted a motion for debate by a meeting, but decides, after the agenda has been
13 adopted, not to present the motion, the individual cannot simply withdraw the motion from the agenda;
14 that action requires a two-thirds majority vote, because the effect is to amend the agenda. The chair may
15 announce that the individual would like to withdraw the motion, and ask if there is any objection. If no
16 one objects, the chair can go on to the next item of business, because a unanimous lack of objection is,
17 in effect, a unanimous vote to delete the item from the agenda.

18 19 **CONSENT AGENDA**

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21 While developing the agenda, the chair and director of schools shall identify routine or non-controver-
22 sial items to be placed on the consent agenda, which shall become a part of the regular agenda. If any
23 member objects to including an item on the consent agenda, that item shall be moved to the regular
24 agenda as an action item requiring discussion. The remaining consent items shall be adopted in a single
25 vote without discussion.

26 27 **TIMED AGENDA**

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29 The Executive Committee shall assign to each item a certain amount of time determined to be sufficient
30 for disposing of each item on the agenda.

31 32 **ANNUAL AGENDA**

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34 At the beginning of each fiscal year, the Board shall adopt an annual planning calendar, stating month-
35 by-month actions required by law and those required to carry out the Board's annual goals and objectives
36 and the State Board of Education's performance standards. In addition, the annual agenda shall designate
37 dates to monitor/review designated sections of the *Board Policy Manual* and to evaluate progress of
38 programs for student achievement.

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