

The agenda of the board will be prepared by the superintendent in consultation with the members of the board. The agenda and supportive information will be provided to each board member prior to each scheduled board meeting.

The order of business will be determined by the superintendent with input from the board. The board may alter the order of business at any time.

Patrons wishing to present items to the board must work through the superintendent's office. Every effort should be made to limit items coming before the board that can be dealt with through school or district administration. Written requests to address the board must be received no later than 4:00 the day of board meeting. These requests must be written on forms provided by the district office and must be complete. Patron discussion may not vary from topics in which they have made formal request. All personnel discussions will be addressed through the proper supervisor and follow the chain of command through to the superintendent. No personnel issues will be discussed in open session except as allowed by Idaho Code. The board may decline to hear any matter at its discretion.

Unscheduled matters may be heard at the conclusion of the regular agenda items, but decisions on such matters may be tabled until the next meeting of the board. However, the board may advance such items on the agenda and/or make decisions on unscheduled items or matters when it appears in the best interest of the district to do so.

The proceedings of the board may follow Roberts Rules of Order when appropriate.



LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: August 10, 2005

AMENDED: March 19, 2008

REVIEWED: January 9, 2013

**Language in text set forth in italics is optional.*