

**SERIES 100
BOARD OF EDUCATION**

Board Exhibit 171.2

AGENDA FORMAT (ORDER OF BUSINESS)

The order of business at all regular meetings shall be as follows, insofar as practicable:

1. Call meeting to order
2. Roll call of the Board
3. Approval of agenda
4. Proof of giving public notice
5. Recognition of visitors
6. Public comment
7. Consent Agenda
 - a. Approval of Receipts and Expenditures
 - b. Approval of Board Minutes
 - c. Other Items Requiring Little to No Discussion
8. Reports
9. Business
10. Closed session (if needed)
11. Adjournment

The order of business may be revised as directed by the Board or the Board President.

Date of Adoption: November 15, 1995

Date of Revision: April 16, 2014