Agenda Planning **GP-8**

To accomplish its stated objectives, the Board will follow an annual schedule which includes continuing review, monitoring and refinement of Ends policies and continually improves Board performance through education and enriched input and deliberation.

Accordingly:

1. The planning cycle will begin each year in July in order that administrative decision-making and budgeting can be based on accomplishing a one-year segment of the Board's most recent statement of long-term Ends.

2. The planning cycle will start with the Board's development of its schedule for the next year, and will include:
   a. Scheduled linkage discussions and consultations with selected groups and persons whose opinions will be helpful to the Board.
   b. Training and discussion on governance matters, including orientation of new Board members in the Board's governance process and periodic discussions by the Board about means to improve its own process.
   c. Discussion related to Ends policies (e.g. presentations by futurists, demographers, community representatives, staff, etc.).
   d. Scheduled monitoring of all policies.

3. The Board's annual agenda will be detailed in policy GP-8-E. Even though it is the Board's intentions to follow the annual agenda, there may be circumstances that require a change. If this change is not made during a board meeting and documented in the minutes, the chair is authorized to approve a superintendent recommended change to the annual agenda given that the full board is notified of the annual agenda change in advance of implementation. Changes to the annual agenda GP-8-E following notification of the board will not require a first and second policy reading before implementation.

4. The Board will meet at least once a month to conduct a business meeting, with work sessions scheduled as needed.

5. Guided by the annual board agenda, the Board chair and Superintendent, with input from Board members and the public, will set the agenda for Board meetings. The agenda will be based upon the Board's annual schedule (GP-8-E) and will be structured as follows:

   Part 1.0 – Call to order (including flag salute, welcoming of guests, approval of agenda, Say Something Positive – SSP, and public comments;
   Part 2.0 – Consent Agenda;
   Part 3.0 – Linkage;
   Part 4.0 - Assurance of organizational performance (including monitoring reports, board response, board self-monitoring);
   Part 5.0 – Written policy (including review/discussion/revision of policy);
   Part 6.0 – Other items needing Board Approval/Discussion;
   Part 7.0 – Executive Session (if needed); and
   Part 8.0 – Adjournment (including announcements and quarterly board self-assessment).

Agenda items will be numbered in sequence and applicable policy referenced.

6. The consent agenda enables the board to efficiently deal with matters that have been delegated to the Superintendent, but by law must be approved by the Board. Throughout the year the Board will attend to consent agenda items as expeditiously as possible.
   a. Items routinely assigned to the consent agenda include meeting minutes, personnel actions, business transactions, expense vouchers, gifts, travel requests, textbook adoption, intergovernmental agreements, etc..
   b. An item may be removed from the consent agenda only upon approval of a majority of the Board.