

Policy Type: Governance Process

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 conclude not later than August 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 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 will meet at least once a month to conduct a business meeting, with work sessions scheduled as needed.
4. Guided by the annual board agenda, the Board President, Vice President 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 I – Call to order (including flag salute, welcoming of guests, approval of agenda, public comments, and consent agenda); Part II – Board Development and Linkage (including superintendent update); Part III – Assurance of Organizational Performance (including *Ends* monitoring reports, board response to monitoring reports, board self-monitoring); Part IV – Policy Review (including review/discussion/revision of policy); Part V – Adjournment (including board assessment of meeting followed by announcements). Agenda items will be numbered in sequence, with estimated start time and applicable policy references.
5. 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, with advance preparation and consideration.
 - a. Items routinely assigned to the consent agenda include meeting minutes, personnel actions, business transactions, expense vouchers, gifts, travel requests, textbook adoption, intergovernmental agreements, and monitoring reports for Executive Limitations policies.
 - b. An item may be removed from the consent agenda only upon approval of a majority of the Board. Executive Limitations monitoring reports will be pulled for discussion only if members have concerns about reasonable interpretation or compliance, or if the Superintendent and Board President determine the full Board needs information concerning new programs or problem areas.

Adopted: September 14, 2022
Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August