

## AGENDA FORMAT

The agenda format is developed by the Superintendent and the Board in order to give direction to the Board meetings.

The tentative agenda, along with related materials and minutes of the previous meeting is distributed to each member at least 48 hours prior to the Board meeting. The particular order of agenda items may vary from meeting to meeting in keeping with the business at hand.

The agenda is adopted or modified by a majority vote of those members present. Once the agenda is approved, it requires a two-thirds vote of the Board members present to make additional modifications.

### Consent Agenda

In order to use time within the Board meetings more efficiently, the Board may use a consent agenda, whenever appropriate. Items placed on the consent agenda are routine in nature and noncontroversial.

When the consent agenda is presented to the Board for action, the Board President provides the opportunity for any member of the Board to request a discussion or removal of any items on the agenda. Items removed are placed on the regular agenda or postponed. Remaining items on the consent agenda are then voted on by a single motion.

[Adoption date: August 14, 2001]

[Re-adoption date: January 12, 2009]

[Re-adoption date: May 11, 2015]

[Re-adoption date: February 10, 2020]

LEGAL REF.: ORC 3313.20

CROSS REFS.: BDDC, Agenda Preparation and Dissemination