

BOARD MEETING FORMAT

- A. For all meetings, four or more members of the Board being present shall constitute a quorum for a meeting of the Board.
- B. The President of the College shall prepare the Agenda and the Consent Agenda for all Board meetings. The following order of business is followed:
 1. Preliminaries:
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Special Recognition
 - d. Comments from the Public*
 - e. Recognition of the Press
 2. Meeting Called to Order
 3. Adoption of Agenda
 4. Consent Agenda Items
 5. Approval of Board Minutes
 6. President's report
 7. Attorney's report
 8. Business Services Action Items
 9. Academic and Student Services Action Items
 10. Charter High School Items
 11. Items removed from the Consent Agenda
 12. First Reading Items (No action required)
 13. Second Reading Items (Final Approval)
 14. Information Only Items
 15. Board Discussion
 16. Adjournment

* On other than rule-making or administrative determinations relative to rules, individuals or organizations desiring a hearing before the Board of Trustees must submit a request in writing to the President of the College at least seven (7) calendar days prior to the scheduled meeting. Such a request shall include the name and address of the individual or organization, the general nature of the subject to be presented and any written data supporting or opposing the subject. Thereafter, and if it is so determined to be appropriate for consideration by the Board, the matter will be placed on the Agenda for the next regular meeting. It is the general policy of the Board to grant only those hearings, which appear on the Agenda. A Board member may present any matter to the Board without regard to the procedure to be followed by individuals and organizations herein above. Exception: Student appeals for grades or discipline issues are not heard by the District Board of Trustees. Students wishing to file an appeal are referred to Procedure 1018.