

#### **1.4 -- Board Meetings**

The Van Buren School District Board of Education meets the second Tuesday of each month except August at 5:30 p.m. The August meeting is held the third Tuesday of the month at 5:30 p.m.

Special Meetings of the Board are called by the President as needed.

The Superintendent shall prepare, or cause to be prepared, an agenda for all regular meetings of the Board of Education. Items of business may be suggested by Board members, administrative staff, employees, school patrons, or lay citizens of the School District for inclusion on the agenda. Agenda items proposed by school patrons and lay citizens shall be submitted in written form and received in the office of the Superintendent at least seven (7) calendar days prior to the meeting date.

Items of business may not be suggested from the floor for discussion except at the discretion of the President or by a majority vote of Board members present.

The order of business at a regular meeting of the Board of Directors shall be:

- A. Preliminary Functions
- B. Roll Call
- C. Procedural Matters
- D. Approval of Agenda
  - D.1 Approval of Consent Agenda
  - D.2 Approval of Meeting Agenda
- E. Approval of Routine Matters
- F. Education Services
- G. District Operations
- H. Human Resource
- I. Adjournment

In order to promote good time management and focus on issues of greater importance, the Board meeting shall include a Consent Agenda. The Consent Agenda shall be collaboratively developed by the Board President and the Superintendent prior to the meeting. In consideration of the Consent Agenda, Board members may elect to remove specific items from the Consent Agenda and consider those items in the regular Meeting Agenda.

Ref: A.C.A. 6-13-619

Approved by Board of Education 2/11/86  
Amended by Board of Education: 12/14/99  
Amended by Board of Education: 08/18/09  
Amended by Board of Education: 09/08/09  
Amended by Board of Education: 10/13/09