



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

4B. Report

Date: December 13, 2004

SUBJECT: BOARD MEETING FORMAT

BOARD GOAL: None

FISCAL NOTE: None

Background Information:

- An effort is being made to transition into a new procedure for monthly board meetings.

Administrative Considerations:

- The first meeting of each month will consist primarily of reports and review of items for the upcoming action meeting. Action items will only be presented at the work session/discussion meeting on an unforeseen or legally necessary basis.
- The second meeting of each month will include awards and achievements and address action items as presented for review at the first meeting.
- Attached is a draft of board meetings for January following the new format.

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Respectfully submitted,

James R. Veitenheimer
Superintendent