

Section: B School Board Operations

Policy Code: BCBD Board Meeting Agenda

Agenda/Rules of Order of Board Meetings

Board Meeting Agenda

The Board of Education recognizes that to serve the best interests of the citizens of the Jackson County School District, the meetings must be conducted in a professional manner, and a formal agenda must be adopted and followed. The agenda will be developed on the Jackson County Web Site in an electronic format.

The agenda will be located under the heading of www.JCSD.ms, Our District, School Board, Board Agenda, January 2018- to date Agenda/Meetings, and the specific date the agenda applies.

Agendas for meetings shall be prepared by the superintendent in cooperation with the board president. Any board member may suggest, to the board president and/or the superintendent, items of business to be added to the agenda. The inclusion of such items shall be at the discretion of the board president.

All items must be submitted to the Superintendent's office no later than 12:00 PM of the last ~~Thursday~~ **Wednesday** prior to the board meeting. During the development of the agenda the status will be "In Progress".

The agenda will become **Final** at 4:30 PM of the Friday prior to the board meeting. Additions to this agenda will only be allowed when it is deemed an emergency or if it is related to student discipline, and has the concurrence of the Superintendent and the Board Chair Person. Items not appearing on the formal agenda will not be discussed unless added according to Roberts Rules of Order.

Agendas, together with supporting materials, shall be distributed to board members at least 72 hours in advance of the meeting. After the agenda has been submitted to board members, no other items, other than those originally submitted, shall be considered at the board meeting unless properly added under "Adoption of Agenda."

CONSENT AGENDA

Routine, non-controversial items may be placed on a consent agenda, which shall become a part of the regular board agenda. If any board member objects to including an item on the consent agenda, the item(s) shall be removed, without a motion or second, to the regular agenda. The remaining items on the consent agenda shall be adopted in a single vote without discussion. Items removed from the consent agenda shall be discussed immediately following the adoption of the consent agenda.

Board members are strongly encouraged to contact the superintendent in advance of the board meeting to obtain additional details and clarification on any consent agenda items before removing the item(s) from the consent agenda at the regular board meeting.

Special meetings may be set, in conformity to lawful procedures.

An individual or group who wishes to be heard by the Board must first contact the superintendent's office in writing, to be placed on the agenda for the Board meeting (Please reference policy BCBI, Public Participation at Board Meetings; and BCAF Public Comments at Board Meetings). Before contacting the Superintendent to be placed on the agenda, ~~all~~ the grievant²s should follow the Supervisory chain as outlined in the district's organizational chart. Every attempt should be made to resolve the problem(s) at the lowest level.

BOARD CALENDAR

At the beginning of each fiscal year, the board shall adopt an annual "Board Calendar," outlining month-by-month dates to monitor/review designated sections of its policy manual and to evaluate progress the individual schools within the school district are making in accomplishing their student achievement goals.

JCSD Election of Board Officers

The election of the Jackson County School District Board Officers will be conducted annually during the December meeting.

The officers for the JCSD Board are: Chair Person, Vice-Chair Person and Secretary. The duties of the elected Officer's will officially begin January 1st of the new calendar year.

Exhibits:

Regulations:

References:

25-41-5 - [Official meetings of public bodies to be public and open; provisions for teleconference and video meetings.](#)