



# DULUTH PUBLIC SCHOOLS

*Preparing all students for successful lives in the twenty-first century . . .  
success in the workplace, success in the home, and success in the community*

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## MEMORANDUM

**TO:** School Board Members

**FROM:** Dr. I.V. Foster, Jr., Superintendent

**RE:** *Proposed Revisions to Agenda Format*

**DATE:** September 16, 2011

At the September 11, 2011 Business Committee Meeting, I discussed making changes to the existing *Agenda* for the Regular School Board Meetings. I am hoping the revisions will help create a good flow for efficient meetings. I would like to pilot the revised agenda for our October, November and December Regular School Board Meetings.

Attached is a copy of the existing agenda format, my proposed changes, and a clean revised agenda. Please contact me or Sue if you have questions or concerns.

Thank you.

IVF/skt

Attachments

**AGENDA**  
***Regular School Board Meeting***  
Independent School District 709  
Tuesday, [Date]  
Historic Old Central High School  
Board Room  
6:30 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda
5. Reading and Approving Minutes
6. Audience
7. Reading Communications, Petitions, Etc.
8. Report of the Superintendent
  - A. Schedule of Meetings and Events
9. Report of Standing Committees
  - A. Education Committee Report
  - B. Human Resources Committee Report
  - C. Business Committee Report
10. Special Resolutions
11. Questions/Other
12. Adjournment

**REVISED AGENDA**  
**Regular School Board Meeting**  
Independent School District 709  
Tuesday, [Date]  
Historic Old Central High School  
Board Room  
6:30 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda
5. ~~Reading and Approving Minutes~~ Approval of Minutes
6. ~~Audience~~ Audience Participation
7. ~~Reading Communications, Petitions, Etc.~~ (Delete)
8. ~~Report of the Superintendent~~ Superintendent's Report
  - A. ~~Schedule of Meetings and Events~~ (Delete)
9. ~~Report of Standing Committees~~ Action Items
  - A. ~~Education Committee Report~~ Education
  - B. ~~Human Resources Committee Report~~ Human Resources
  - C. ~~Business Committee Report~~ Business
10. ~~Special Resolutions~~ (Delete – Resolutions moved to Action Items, as needed)
11. ~~Questions/Other~~ (Moved to Committee Agenda)
12. Executive Session (New Item)  
To discuss / address certain not public data (13D.05), litigation, personnel, employee termination, student expulsion / exclusion, security, property, and contract negotiations.
- ~~12.13.~~ Adjournment

**AGENDA**  
***Regular School Board Meeting***  
Independent School District 709  
Tuesday, [Date]  
Historic Old Central High School  
Board Room  
6:30 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda
5. Approval of Minutes
6. Audience Participation
7. Superintendent's Report
8. Action Items
  - A. Education
  - B. Human Resources
  - C. Business
9. Executive Session
  - *To discuss/address certain not public data (13D.05), litigation, personnel, employee termination, student expulsion/exclusion, security, property, and contract negotiations.*
10. Adjournment