

**WHITE RIVER SCHOOL DISTRICT #416  
BOARD POLICY**

**No. 1420**

1000 - THE BOARD OF DIRECTORS

Meetings

**1420 - Proposed Agenda and Consent Agenda**

**Proposed Agenda**

The board secretary will be responsible for preparing agenda for each meeting in consultation with the board chair. Copies of the proposed agenda, minutes of the previous meeting and relevant supplementary information will be provided to each board member at least three (3) days in advance of the meeting and will be available to any interested citizen at the superintendent's office twenty-four (24) hours prior to the meeting. The proposed agenda for regular and special meetings will be posted to the district website not less than twenty-four (24) hours prior to the start time of the meeting.

At a special meeting, final action may be taken only on that business contained in the original notice of the special meeting and agenda.

**Consent Agenda**

To expedite business at a board meeting, the board may approve the use of a consent agenda which includes those items considered to be routine in nature. The consent agenda will appear on the regular agenda following the approval of minutes of the previous meeting.

Any item which appears on the consent agenda may be removed from the consent agenda by a member of the board. The remaining items will be voted on by a single motion. The approved motion will be recorded in the minutes, including a listing of all items appearing on the consent agenda.

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Cross Reference:	Board Policy 1400 Board Policy 6215 Board Policy 6020	Meeting Conduct, Order of Business and Quorum Voucher Certification and Approval System of Funds and Accounts
Legal References:	RCW 42.30.080 SBH 2105	Special Meetings
Management Resources:	<i>Policy News</i> , June 2012 <i>Policy &amp; Legal News</i> , June 2014	Special Meetings Requirements

*Agenda:*  
*Previously Revised: March 25, 1996 and June 19, 2000*

*Consent Agenda:*  
*Original Adoption: March 25, 1996*

*Combined and Adopted: February 26, 2003*  
*Revised November, 2012, 2015*