Adopted March 11, 1999
Revised June 10, 2013
Revised October 7, 2013
Revised October 24, 2022
Revised April 10, 2023
Revised August 21, 2023
Revised August 12, 2025
Revised October 28, 2025

Agenda

To expedite the Board's proceedings and provide a framework for the orderly conduct of business, the superintendent in cooperation with the Board president shall prepare an agenda outlining the matters to be brought to Board attention at meetings.

The Board shall follow the order of business set by the agenda unless the order is altered or new items are added in accordance with this policy. At regular and special meetings, the Board may add to or take action on matters not appearing on the posted agenda if the item is reasonably related to the subject matter on the posted agenda or if an exigency exists. Amending the agenda of a regular meeting requires a majority vote of Board members present. All Board members must be present and cast a unanimous vote to amend the agenda of a special meeting.

Business Session - will be used for the board of education to do business, including public comment, communications and taking action.

Working Session - will be used for the board of education to provide definitive direction to the superintendent and leadership on matters which will require action at the following business session, along with public comment if no business meeting immediately follows.

Consent Grouping
A consent grouping on the agenda shall be used for those items which usually do not require discussion or explanation as to the reason for Board action. Any Board member may request the withdrawal of any item under the consent grouping for independent consideration.

Agenda Format - Business Session
The order of business at regular business session meetings shall be as follows:

1. Call to order
2. Roll call
3. Pledge of Allegiance

4. Approval of agenda
5. Approval of minutes
6. Recognitions
7. Communications
    7.1 Education Showcase
    7.2 Superintendent Report
    7.3 Board Member Reports
8. Public comments (relevant to action or discussion Items on that meeting's agenda)
9. Consent Agenda
10. Discussion
11. Action Items
12. BOE Planning / New Business
13. Executive Session if needed under C.R.S. 24-6-402 (4)
14. Public comments (any relevant education topic)
15. Adjournment

Agenda Format - Working Session
The order of business at regular work session meetings shall be as follows:

1. Call to order
2. Roll call
3. Pledge of Allegiance
4. Approval of agenda
5. Approval of minutes
6. Public Comment (relevant to discussion items on that meeting's agenda and only when no business session follows the meeting)
7. Discussion Items
8. BOE Planning / New Business
9. Executive Session if needed under C.R.S. 24-6-402 (4)
10. Public comments (any relevant education topic and only when no business session follows the meeting.)
11. Adjournment

The second public comment section at each meeting may be moved up to the first public comment section if time allows.

LEGAL REFS.: C.R.S. 22-32-108 (4) (board meetings)
C.R.S. 24-6-402 (2)(c) (notice of meeting "shall include specific agenda information where possible")

CROSS REFS.: BEDA, Notification of School Board Meetings
BEDH, Public Participation at School Board Meetings