Cover Sheet
Approval of Minutes | November 5 2026 Regular Meeting

Meeting Date: November 18 2026
Agenda Item: I.2

1. Purpose, Objective(s), and Process of this Agenda Item

Purpose:
- Obtain approval of the previous Board of Education meeting minutes as part of the consent agenda.

Objective(s):
- Obtain approval of the previous Board of Education meeting minutes as required by district policy and statute.
- Provide the Board of Education an opportunity to review and provide feedback prior to approval of the consent agenda items.

Process:
- Approve previous meeting minutes at a subsequent Board meeting with enough time to confirm minutes are accurate.

2. Agenda Item Details

Submitted By: Lisa Webster, Executive Assistant to the Superintendent and Board of Education	**Date Submitted:** November 13 2026
Recommended Action: ☐ Information ☐ Discussion ☑ Preparing for Board Action	**Revised Agenda Item?** ☐ Yes ☑ No **Previous Agenda Dates/Item#:** N/A
Pertaining to Governance Policy: • B - School Board Governance and Operations	**Alternatives:** ☑ Approve this agenda item, as written ☐ Incorporate changes from recorded agenda item discussion and documented in the End-of-Meeting debrief ☐ Update all agenda item materials for a near-future BOE meeting ☐ Not Applicable (N/A)

3. Executive Summary

This agenda item is required by District policy and statute to ensure all Board of Education members can review and provide feedback before approval of the Board meeting minutes. Once approved, the minutes will be made available for public inspection.

4. Background

Per District policy and statute, minutes must be taken, promptly recorded, approved by the Board and made available for public inspection. Minutes constitute the written record of all Board proceedings and include details such as the type of meeting, actions taken, votes, discussions, and names of speakers.

5. Cost Benefit/Analysis

N/A

6. Advantages (+) / Disadvantages (-)

Advantages (+)	Disadvantages (-)
+ The Board of Education can review the minutes from the previous board of education meeting prior to approval. + Provides official documentation of Board meetings	- N/A

7. List of Attachments (If applicable):

Primary Attachment(s):
- Minutes - November 5 2026

Reference Material(s):
- N/A

☐ **N/A - No Attachments**