



WOODBURY LEADERSHIP ACADEMY

Adopted: April 25, 2017

Revised: February 27, 2023

Reviewed: November 14, 2024

Policy 203.2 - ORDER OF THE REGULAR BOARD OF DIRECTORS MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular Board of Directors (BOD) meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the BOD to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The BOD shall conduct an orderly BOD meeting. The BOD will, at all regular BOD meetings, follow an agenda order similar to:

1. Call to Order and Roll Call
2. Reading of the Mission and Vision Statements
3. Approval of Agenda
4. Conflict of Interest Declaration
5. Approval of Previous Minutes
6. Public Comment
7. Presentations
8. Committee Reports
9. Board and Administration Reports
10. Development and Discussion
11. Consent Agenda
12. Business/Board Action
13. Board Communication and Future Items
14. Housekeeping
15. Adjournment

B. Items in this order may be considered as part of a consent agenda:

1. Financial Statements, Cash Disbursements and Receipts
2. Personnel Transactions
3. Contracts
4. Acceptance of Gifts

C. The BOD may depart from the order of business with the consent of the majority of BOD members present.