

PROCEDURES OF BOARD MEETINGSDate: July 10, 2001

Regular meetings of the Columbia County Board of Education proceed according to, but are not limited to, the following format:

1. Board of Education called to order by Chairperson
2. Invocation
3. Pledge of Allegiance
4. **Approval of Agenda**
5. **Special Recognitions**
 - a. **Superintendent Recognitions**
 - b. **Board Comments and Acknowledgements**

OPEN FORUM

6. **PUBLIC PARTICIPATION**

PERSONS DESIRING TO SPEAK BEFORE THE BOARD **MUST REGISTER PRIOR TO THE START OF THE MEETING**. PARTICIPANTS WILL BE LIMITED TO THREE (3) MINUTES. IF A GROUP WISHES TO SPEAK ONE (1) PERSON MUST BE DESIGNATED TO SPEAK FOR THE GROUP.

BUSINESS SESSION

7. Consent items:
 - a. Approval of minutes of previous Board meetings;
 - b. Affirmation of monthly financial reports;
 - c. Report of out-of-county trips by employees of Board;
 - d. Other items added on recommendation of Superintendent and approved by the Board in step 4.
8. Items of business as stated on the agenda
9. Superintendent's Reports/Announcements
10. **Executive Session (When Necessary)**
11. Personnel Recommendations
12. Board items
13. Recess or adjournment

Procedures for called meetings or meetings in which the Board members meet as a quasi-judicial body may deviate from the above procedures of regular meetings according to the nature of the meetings.

PROCEDURE: NO**ADOPTED: 8/25/92****REVISED: 1/26/93, 10/1/97, 8/10/99, 1/25/00, 7/11/00, 1/23/01**
Columbia County Board of Education