

**FILE: BEDB**

**ADOPTED: October 2, 1975**  
**REVISED: November 16, 1978, July 21, 1988**  
**REVIEWED: April 29, 1993**  
**REVISED: May 31, 2000**  
**REVIEWED: December 5, 2002**

**AGENDA FORMAT**

**BY-LAWS ARTICLE III**

Order of business will be as follows:

- A. Meeting called to order;
- B. Approval of minutes of previous meeting;
- C. Reading of communications;
  - 1. Letters;
  - 2. Visitors; and
  - 3. School personnel;
- D. Committee reports;
- E. Superintendent's report;
- F. Assistant Superintendent and Business Administrator;
- G. Old and unfinished business;
- H. Introduction of new business not listed on agenda; and
- I. Adjournment.

Any item of business may be added to the agenda by the consent of 2/3 of the Directors present.