

**Meetings****Meeting Agenda****Order of Business**

The President of the Board, upon taking the chair, shall call the members to order, on the appearance of a quorum. The order of business shall be as follows, unless changed by the President:

1. Call to Order
2. Announcements
3. Citizen Comments
4. Approval of Previous Minutes
5. Superintendent's Reports and Recommendations
6. Other Items
7. Adjournment

**Parliamentary Procedure**

In all matters not covered by the Rules of the Board, parliamentary procedure shall be governed by *Robert's Rules of Order*.

**Vote of Member**

Unless excused every member present shall vote on all questions, and no member shall leave before the close of the session without permission of the president. Members participating electronically in a non-emergency meeting may not participate in a roll call vote. However, if the meeting is required due to a bona fide emergency, and if the nature of the emergency is stated on the record, members participating in the emergency meeting by electronic means, including telephone, may participate in a roll call vote.