

TRITON COLLEGE BOARD POLICY

BOARD OF TRUSTEES, DISTRICT 504

GOVERNANCE

BOARD AGENDA AND RELATED MATERIALS

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POLICY 1123

ADOPTED: 11/20/90

AMENDED: 05/16/95

AMENDED: 10/21/97

AMENDED: 11/20/01

The Chairman and President are responsible for the preparation of the Board meeting agenda. The Chairman will have final approval of all agenda items. Any trustee may request an item be included on the agenda by submitting such item to the President and Chairman at least three (3) working days prior to the scheduled Agenda Planning meeting. The list of scheduled Agenda Planning meetings is given to Board members along with the list of approved dates for the regular meetings.

The written agenda and meeting materials of all Board meetings shall be delivered to all trustees at least five (5) days preceding said meetings; or in the case of emergency and special meetings 48 hours prior to the meetings. However, a written agenda and meeting materials for emergency meetings will be made available to all Board members as soon as possible after the emergency meeting has been called.

The Chairman, with the consent of the Board, may change the order of the agenda, add items to, or delete items from the agenda at the Board meetings.

The President will ordinarily give a recommendation on each agenda item when action is to be taken by the Board.

All Board meetings shall have an agenda which includes citizen participation and which may include but not be limited to the following items, as shown on page 2.

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POLICY 1123

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AGENDA OF REGULAR BOARD MEETING

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Minutes
- V. Comments on Agenda
- VI. Citizen Participation
- VII. Reports/Announcements - Employee Groups
- VIII. Student Senate Report
- IX. Board Committee Reports
- X. Administrative Report
- XI. President's Report
- XII. Chairman's Report
- XIII. New Business
 - A. Board Policies
 - B. Action Exhibits
 - C. Human Resources Report
 - D. Purchasing Schedules
 - E. Bills and Invoices
- XIV. Communications - Information Book
- XV. Adjournment