

BEDBA - AGENDA FORMAT

In order to provide reasonable notice of the business to be conducted and to achieve consistency in the order of its meetings, the Board has adopted the following agenda format for its regular and special meetings. Additions and/or adjustments to the agenda for a particular meeting may be made during that meeting only by majority vote of the members in attendance. The order of business may be altered or items added or deleted from the agenda by majority vote of the Board members present and voting. The Board may choose to limit public participation to items on the agenda. The agenda format may be altered only by vote of the Board and in a manner consistent with its policy adoption process.

CAPE ELIZABETH SCHOOL BOARD
[TYPE OF MEETING]
[DATE]
[TIME]
[PLACE]

- I. Call to Order/Pledge of Allegiance
- II. Adjustments to Agenda
- III. Approval of Minutes
- IV. Awards & Recognitions
- V. Comments by Student Representatives
- VI. Comments by the Public on Agenda Items
- VII. Presentations and Administrative Reports
- VIII. New Business
- IX. Committee Reports and Upcoming Meetings
- X. Request for Future School Board Meeting Items
- XI. Consideration to Adjourn

Cross Reference:

- [BEDB](#) – Agenda
- [BEDH](#) – Public Participation at Board Meetings

ADOPTED:

- April 9, 2013

REVISED:

- April 4, 2019
- June 10, 2025

Revision #8

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