



School Council Sample Meetings/Agenda

SCHEDULE OF REGULAR MEETINGS

The regular meeting of the Spending Money Smartly Elementary School SBDM Council will be held Tuesday, February 25, 2014 at 5 PM EST in the school library located at 1000 Money Well Spent Drive, Lexington, Kentucky 40511.

AGENDA

Agendas can be detailed or simple, long or short. The following agenda is a sample of how an agenda could be constructed. Governing Bodies have a wide variety of choices in constructing an agenda.

Agenda of regular meeting of **Spending Money Smartly Elementary School**
(**MM/DD/YYYY & HHMM**)

I. Call to Order

- A. Roll Call
- B. Adoption of Agenda
- C. Approval of Prior Minutes

II. Communications to the Council

- A. Principal's Report
- B. Parents/Public Comment
- C. Employees and Committees

III. Action Items

- A. Curriculum Adoption
- B. Room Usage and Assignment Policy
- C. Student Requirements for Participation in Extracurricular Activities

IV. Discussion of School Needs - No Action

V. Adjourn *(after a motion is made and carried by a majority vote)*



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SPECIAL MEETING NOTICE

Please send notice to the following link:
Fayette Co. SBDM fcpsbdm@fayette.kyschools.us

Notice delivered to the media and members of the body

Notice of Special Meeting

A special meeting of (Name) has been called by (Name) as Chairperson, for Tuesday, February 21, 2014 at 5 PM local time to be held at (Location). The agenda for the special meeting is attached to this Notice. Discussion and action at the special meeting will be limited to the items contained in the agenda.

Notices along with the agenda must also be posted at the meeting site (as well as at the school, if different from the regular meeting site) 24 hours before the meeting, if the meeting will be held at a location other than the normal school site. The above form meets all requirements for the posted notice and may be placed along with an agenda in a conspicuous place at the location of the special meeting.

AGENDA FOR THE SPECIAL MEETING OF Spending Money Smartly Elementary School (MM/DD/YYYY & HHMM).

I. Call to Order

- A. Roll Call
- B. Approval of Prior Minutes

II. Budget & Staffing

III. Principal Selection (Closed Session)

1. *Notice shall be given in regular open meeting of the general nature of the business to be discussed in closed session, the reason for the closed session, and the specific provision of KRS 61.80 authorizing the closed session;*
2. *Closed sessions may be held only after a motion is made and carried by a majority vote in open, public session; A subsequent motion must be made and carried by a majority vote to reenter an open, public session.*
3. *No final Action may be taken at a closed session; and*



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4. *No matters may be taken at a closed session other than those publicly announced prior to convening the closed session.*
- V. **Adjourn** *(after a motion is made and carried by a majority vote)*