



## BOARD MEETING AGENDA EXPLAINED

**Matanuska-Susitna Borough School District**  
**Regular Meeting - 6 PM**  
**MSBSD Central Office 501 N Gulkana St, Palmer**

Meetings take place the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month (except July) subject to changes & cancellations

### **1. Regular Meeting - 6 PM**

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- A. Call to Order/Determine Quorum/Board Goals/Pledge of Allegiance/Moment of Silence
- B. Approval of the Agenda **Motion and a second to approve the agenda**

### **2. Administrative Reports**

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- A. Administrative Reports  
**Reports from District Administration**

### **3. Persons to be Heard on Non-Agenda Items**

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- A. Persons to be Heard on Non-Agenda Items
  - **Members of the audience have an opportunity to offer comment on topics that are not on the agenda**
  - **Limited to three minutes per person, per meeting, and a total time limit of 30 minutes for each section**
  - **This is a time for the public to be heard and the Board will not respond**

### **4. Borough, City, State, and Tribal Reports**

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- A. Borough, City, State, Tribal and Student Advisory Board Reports  
**Borough, City, State, Tribal, and Student Advisory Board representatives may give updates**

### **5. Consent Agenda**

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- A. Minutes, November 1, 2023
- B. Request for Grant Acceptance
  - **The consent agenda is used to streamline meeting procedures by collecting routine, non-controversial items into a group and are passed with a single motion and vote**
  - **The presiding officer announces the items on the consent agenda, then declares the consent agenda adopted unless there is objection**
  - **Usually, no debate or discussion is allowed on the consent agenda items**
  - **Items may be removed from the consent agenda for separate consideration by a motion and second**

### **6. Public Comment on Action Items and Non-Action Items**

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- A. Public Comment on Action and Non-Action Items - Limit 3 minutes per person per meeting  
**Members of the audience may comment on topics that are on the agenda. Limit three minutes per person per meeting**  
**This is a time for the public to be heard and the Board will not respond**

### **7. Action Items**

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- A. Items of business are brought forward for discussion and vote by the Board  
**Motion & 2nd to approve the item**  
**Administration will give a report on the item**  
**The Board may discuss the item**  
**The Board will vote using the electronic voting system or if a member is telephonic they will vote verbally**

### **8. Superintendent Report/Non-Action Items**

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- A. Superintendent Update **The Superintendent will give an update on various District items such and budget and enrollment**
- B. First reading of items of business **non-action items will be introduced and the Board may discuss each item, generally the items are then carried forward to the next meeting agenda.**

## **12. Persons to Be Heard on Non-Agenda Items (continuation of item 2)**

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### A. Persons to Be Heard on Non-Agenda Items

Members of the audience have an opportunity to offer comment on topics that are not on the agenda  
Limited to three minutes per person, per meeting, and a total time limit of 30 minutes for each section  
This is a time for the public to be heard and the Board will not respond

## **13. Future Items/Future Business**

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### A. Upcoming Meetings

The Board will announce upcoming meeting dates and items for future Board consideration

## **14. Correspondence and Board Committee Reports**

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### A. Correspondence and Board Committee Reports

Board Members will report on recent correspondence received and committee activity

## **15. Comments from School Board and Administration**

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### A. Board Comments

Board Members may give comment on recent activities

## **16. Executive Session**

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### A. Executive Session If needed, there will be a motion and a second to enter executive session to discuss matters in private in accordance with state statute

Executive Session (AS 44.62.310 & BP 9321) Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the government unit; subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; matters which by law, municipal charter, or ordinance are required to be confidential; matters of confidential legal counsel or pending litigation.

## **17. Adjournment**

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### A. Meeting Adjournment

Motion and second to adjourn the meeting.

School Board meetings shall be adjourned by 10:00 pm, unless otherwise advertised, for regularly scheduled meetings unless a majority of the membership votes on a motion to extend the meeting time beyond 10:00 pm

In order to extend a regular School Board meeting beyond 11:00 pm, a unanimous vote of the Board members present is required