## JCPS Benchmark Districts Policies Related to Consent Agenda Items and Board Information Requests

		Baltimore	Charlotte	Cobb						
		County,	M-burg,	County,	Pinellas	Baltimore	Duval	Long	Northside	San Diego,
	Austin, TX	MD	NC	GA	County, FL	City, MD	County, FL	Beach, CA	ISD, TX	CA
	Auditor	Auditor	Auditor	Auditor	Auditor	JCPS	JCPS	JCPS	JCPS	JCPS
Consent Agenda										
To expedite disposition of routine/recurring matters			X	Χ	Χ		X		Χ	Χ
To dispose of other items the board has had the opportunity to review										Х
Any board member may request that item be removed from the may be removed from										
Consent Agenda for discussion and separate action	X			X	X		X		Χ	X
All administrative matters delegated to the superintendent that require board approval will										
be acted upon via Consent Agenda	X									X
Item may be removed from Consent Agenda a if member of the public wishes to speak on the										
issue.								Χ		
Consent with Comment Agenda - Agenda items that Board members do not oppose, but wish to bring to the attention of the public. These items will be approved as part of the consent agenda and will not require a separate vote. Time will be provided on the agenda for these items to be presented to the public.							X			

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	Auditor	Auditor	Auditor	Auditor	Auditor	JCPS	JCPS	JCPS	JCPS	JCPS
Information Requests Relating to Board Agenda Items										
Requests for Information pertaining to agenda items shall be submitted as early as possible to										
allow administration time to prepare. The superintendent shall inform the requesting										
member if their request can not be complied with prior to the meeting and the information										
shall be prepared as soon as possible.									Х	
In order to clarify recommendations contained in the agenda and to assist in providing for an										
orderly meeting. Board members will contact the superintendent at least two days before the										
meeting to obtain answers to questions regarding agenda items. Appropriate staff will be										
consulted to obtain answers to relay to the board or develop responses to be shared at the										
board meeting.					X					
Information Requests External to Board Agenda										
Any reports prepared for one members shall be delivered to the remaining members.									X	
If a Superintendent determines a board information request requires a material amount of										
staff time or is unreasonable, the Superintendent is expected to ask the member or										
committee to refer requests to full board										Х
Any information the Board wishes to receive outside of a scheduled meeting should be										
directly to the superintendent or appropriate chief. Depending on the nature of the request,										
the chief will respond by e-mail or will submit the response to the Board for inclusion in its										
Weekly Update.		Χ								
Individual Trustees may contact staff members for general information without notice to the										
Superintendent. Requests for any action related to the operation of the school district should										
be directed to the superintendent.									Х	
Individual Trustees shall not direct or require district employees to prepare reports derived										
from an analysis of information in existing District records or to create a new record compiled										
from information in existing district records. Directive to the superintendent regarding the										
preparation of reports shall be by Board action.									x	