



School Board Future Agenda Item Submission Form

Instructions:

This form is to be used by school board members to propose topics for consideration on future board meeting agendas. Please complete all sections to ensure your request is properly reviewed.

Board Member Information:

- Name: _____
- Date of Submission: _____

Proposed Agenda Item:

- Title of Topic: _____

Rationale for Inclusion:

- Please provide a brief explanation of why this topic is important and relevant for board discussion:

Desired Outcome:

- What do you hope the board will achieve by discussing this topic? (e.g., decision-making, policy review, information sharing)

Supporting Documentation:

- Are there any documents or materials you would like the board to review in relation to this topic?



Priority Level: High Medium Low

Estimated Amount of Time needed to Discuss this Proposed Topic? (15 min. maximum)

Additional Comments:

For Administrative Use Only:

- Date Received: _____
- Reviewed by: _____
- Scheduled for Meeting Date: _____
- If Board vote is necessary, vote outcome: _____
- Notes:
