



St. Joseph's Catholic School

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Process to place an item on the School Board Agenda

1. Request form from school office.
2. Completely fill out and turn this form into the principal by the first of the month.
3. The principal will notify you by the 5th of the month as to the status of placing your item on the agenda.

The principal and the rector make all final decisions on items to be placed on the agenda. The bylaws explain this process in more detail under Article VII Section 3. You can request a copy of the school board bylaws at the school office.

The School Board Agenda is available on the Friday prior to the school board meeting.

Requested by

Phone

Number

Agenda Item

request

Please give a brief description of the agenda item in terms of background history, supporting information, concerns and possible future methods of evaluation of the agenda item.

Revised 10/10/2014

Approved 10/2014