

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

POLICY: ORDER OF BUSINESS

The standing order of business at each regular meeting shall include:

1. Opening exercises
2. Flag Salute
3. Roll Call
4. Report from the Superintendent
5. Report from the Business Administrator Communications
6. Communications
7. Audience participation
8. Personnel/Private Session (if warranted)
9. Old Business and Committee Reports
10. New Business and Committee Reports
11. Consideration of the minutes of previous meetings
12. Formal Resolutions
13. Audience participation
14. Personnel -Private Session (if warranted)
15. Adjournment

The standing order of business at a special budget meeting shall include:

1. Opening exercises
2. Flag Salute
3. Roll Call
4. Audience participation
5. Discussion of budget
6. Audience participation
7. Formal Resolutions
8. Audience participation
9. Adjournment

Adopted: November 21, 1983

Revised: March 15, 1993

Revised: October 18, 1993

Revised: April 10, 1995