

## St Mary's College – Governance Manual Policy

### **2.1.13 BOT Meeting Agenda – Model (May vary from time to time)**

<b>Prayer</b> <b>Special Character</b>	
<b>Section 1</b>	<b>Administration</b>
<b>Section 2</b>	<b>Strategic Decisions Made if Required</b>
<b>Section 3</b>	<b>Strategic Discussions</b> (i) Principal's Report – Reporting Against Annual Plan, etc. (ii) Exploration Special Issue or Project, e.g. Building Project
<b>Section 4</b>	<b>Monitoring</b> (i) Expert Presentation (ii) Finance and Audit Report (iii) Board of Directors Report (iv) Board of Trustees Committee Reports (v) Governance Manual Review Calendar
<b>Section 5</b>	<b>Administration</b> (i) Correspondence
<b>Section 6</b>	<b>Identify Agenda Items and Preparation for Next Meeting</b>
<b>Section 7</b>	<b>Meeting Closure</b> Prayer

**Review Schedule:** Triennially

**Reviewed:** July 2019

**Approved by the BOT:** C. Brownie/J. Williams (Unanimous)