**[SCHOOL NAME]**

**Date: [insert date]**

**Time: [insert scheduled time]**

**Location: [insert meeting location]**

1. **Call to Order**
2. **Roll Call; Establish Quorum**
3. **Action Items** *(add items as needed)*
   1. **Approval of Agenda**
   2. **Approval of Previous Minutes**
   3. **Final Budget Recommendation (**after final presentation/review and discussion**)**
4. **Discussion Items** *(add items as needed)*
   1. **Discussion Item 1: Final budget recommendation**
   2. **Discussion Item 2:**
5. **Information Items** *(add items as needed)*
   1. **Principal’s Report**
   2. **February 24, 2025 CAT Meeting Report Out**
6. **Announcements**
7. **Public Comment** *(if applicable)*
8. **Adjournment**