

Meeting Procedures

The Board of Education can transact business that is legally binding on the district only during a regular open-session with a quorum present, and its actions must be recorded in the minutes of the meeting.

I. RULES OF ORDER

Except as otherwise provided by law, by regulation of the State Board of Education, or by specific policy language, meetings of the Board shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

II. ADDING TO THE AGENDA

No action may be taken by the Board unless the subject acted upon was listed on the agenda published for that meeting, except that an item of business not included on the published agenda may be added by a two-thirds vote of the members present.

III. QUORUM

Members of the Board may act officially only at regular or special meetings of the Board at which a quorum is present. A quorum of the Board of Education shall consist of five members.

IV. METHOD OF VOTING

Voting shall be by acclamation or by roll call. Each member's vote, or failure to vote, shall be recorded by name if the voting is by roll call. The chairperson shall have a vote.

V. RESOLUTIONS

The Board of Education shall not adopt resolutions except where such adoption is required by law, or where the intent of the Board is to publish a status position of the Board (e.g., advising the General Assembly of the Board's attitude on a proposed law or commending staff members or other agencies for work well done).

VI. ADJOURNMENT

The Board of Education may adjourn any regular or special meeting to a specified time and place. In the absence of quorum, the chairperson shall adjourn the meeting.

BOARD GOVERNANCE AND OPERATIONS

BDD

Meeting Procedures

Legal Reference: Connecticut General Statutes
1-21. Meetings of government agencies to be public.
Robert's Rules of Order

Policy Adopted: 3/20/00