



BOARD PROCEDURE

TITLE: Regular Meetings

BOARD PROCEDURE # 2310 (was 103.01)

RELATED TO POLICY # 2310 REGULAR MEETINGS

The Board of Education shall use the most recent edition of *Robert's Rules of Order* as a guide with the following exceptions and clarifications:

- A. Motions shall be seconded following the general requirements set forth in the rules, contrary to requirement for small boards that "motions need not be seconded".
- B. Although there is no limit to the number of times a member may speak to a debatable motion, all members shall have the opportunity to speak before any member speaks twice.
- C. In accordance with the rules, "When a motion is perfectly clear to all present a vote can be taken without a motion's having been introduced"; however, prior to voting someone shall state in unambiguous terms the motion to be considered.

RESPONSIBILITY:

The Board Chair is responsible for implementing and updating this procedure.

NEXT REVIEW DATE:

DATE OF ADOPTION: 3/11/2020

DATE(S) OF REVISION:

DATE(S) OF PRIOR REVIEW: 5/11/2022