

POLICY TITLE: Rules of Order for Meetings		
ADOPTION/EFFECTIVE DATE:	MOST RECENTLY AMENDED: 1/25/2005	MOST RECENTLY REAFFIRMED: 11/22/2004
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: School System Governance		

1. The rules contained in *Robert's Rules of Order, Newly Revised*, shall govern the conduct of meetings in all cases to which they are not inconsistent with rules and regulations contained in this document or applicable law.
2. The presiding officer shall decide questions of order subject to appeal by any member.
3. The affirmative vote of a majority (4) of the whole Board shall be required to carry a motion. All members of the Board, including the president, shall have the right to record their votes on any motion or resolution. The Superintendent has the right to advise on any and all questions under consideration but has no vote.
4. Decisions of the chair shall stand unless overruled by a majority vote of the members present.
5. A unanimous vote is required to suspend the rules.
6. Any resolution introduced by a member that includes a matter of policy shall lie on the table for at least one meeting before being voted upon except for an emergency situation in which the provision may be waived by unanimous consent.
7. Any member of the Board may call for a vote on any question under discussion. This vote may be by roll call if a majority of the members present so desire.
8. No standing committees comprised of a subgroup of the members of the Board shall be authorized, but special temporary committees may be appointed by the president.
9. During Board discussion and debate, the Board members shall confine all discussion to the issue before the Board and shall avoid irrelevant comments or remarks of a personal nature.

Board Approval Acknowledged By:

Patricia L. Skebeck, Secretary and Treasurer
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Amended	1/12/1981	Amended	1/25/2005		
Reaffirmed	2/12/1996				
Reaffirmed	9/9/2002				
Reaffirmed	11/22/2004				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: Unknown	JOB POSITION OF LAST EDITOR/DRAFTER: Unknown	
PERSON RESPONSIBLE: Patrick Spicer	JOB POSITION OF PERSON RESPONSIBLE: General Counsel	
DESIGNEE NAME: N/A	JOB POSITION OF DESIGNEE: N/A	
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REFERENCE 2 TYPE:	REFERENCE 2 NO.	REFERENCE 2 DESCRIPTION:
REFERENCE 3 TYPE:	REFERENCE 3 NO.	REFERENCE 3 DESCRIPTION:
REFERENCE 4 TYPE:	REFERENCE 4 NO.	REFERENCE 4 DESCRIPTION:
REFERENCE 5 TYPE:	REFERENCE 5 NO.	REFERENCE 5 DESCRIPTION:
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