

CONDUCT OF BOARD MEETING

Parliamentary Authority

Roberts' Rules of Order, Newly Revised, shall govern the Board of Education in its deliberations and acts in all cases in which it is not inconsistent with statutes of the State of New Jersey, rules of the State Board of Education, or these bylaws.

Presiding Officer

The President shall preside at all meetings of the Board. In the absence, disability, or disqualification of the President, the Vice President shall act in his/her place; if neither person is present, any member shall be designated by a plurality of those present to preside. The act of any person so designated shall be legal and binding.

Announcement of Adequate Notice

The person presiding shall commence each meeting with an announcement of the notice given for the meeting or a statement regarding the lack of adequate notice, in accordance with law.

Agenda

The Superintendent and/or School Business Administrator/Board Secretary, in consultation with the Board President, shall prepare an agenda of items of business to come before the Board at each meeting. The agenda shall be delivered via physical package or electronically to each Board member no later than two days before the meeting and shall include such reports and supplementary materials as are appropriate and available.

Items of business suggested by any Board member, staff member, or citizen of the district may be included at the discretion of the Superintendent and Board President. When appropriate, the agenda shall allow time to the remarks of citizens, staff members, or pupils who wish to speak briefly before the Board.



POLICY

CLEARVIEW REGIONAL BOARD OF EDUCATION

BYLAWS
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The order of business shall be as follows:

- Call to Order
- Flag Salute
- Minutes
- Correspondence
- Public Session
- Committee Reports
- Executive Session
- Old Business
- New Business
- For the Good of Clearview
- Review of Action
- Adjournment

The Board reserves the right to adjust the order of business for reasons of efficiency.

N.J.S.A. 10:4-10
N.J.S.A. 18A:16-1.1

Adopted: 20 November 2008

