

Bylaws of the Board

Meeting Conduct

Meetings of the Board of Education shall be conducted by the chairperson in a manner consistent with the bylaws of the Board.

All Board meetings shall commence at the stated time and shall be guided by an agenda which has been prepared and delivered in advance to all Board members and other designated persons.

The conduct of meetings shall, to the fullest possible extent, enable members of the Board to (1) consider problems to be solved, weigh evidence related thereto, and make wise decisions intended to solve the problems, and (2) receive, consider and take any needed action with respect to reports of accomplishment both as to students and to school system operations.

At all regular meetings of the Board of Education, where persons are in attendance and request to be heard, individual speakers will be limited to three (3) minutes, with public comments limited to a sum total of thirty (30) minutes before proceeding with the order of the day. If more than ten (10) speakers wish to comment, the taker of the minutes will identify the topics the speakers wish to address. Time will be divided to allow all topics to be presented. Remaining speakers will be encouraged to send an email to the Board to have their comments recorded. Discussion shall be terminated automatically at the end of the 30 minute time period (as per Robert's Rules of Order), a call for the order of the day may be asked for during this period and must be put into effect.

Rules of conduct for any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the chair, of that person's privilege of address. If necessary, the chairperson may clear the room so that Board members may continue the meeting.
2. No oral presentation shall include charges or complaints against any employee of the Board of Education, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify an individual. All charges or complaints against employees shall be submitted under provision of Board of Education Regulation 1312.

(cf. 1312 - Public Complaints)

The Board of Education may adjourn any regular or special meeting to a specified time and place. If all members of the Board are absent, the Minutes Taker or Superintendent may adjourn the meeting. A copy of the notice of adjournment shall be conspicuously displayed near the meeting room door within twenty-four hours of adjournment.

Actions by the Board

No action will be taken unless the subject acted upon was listed in the agenda published for that meeting, except that an item of business not included on the Agenda of a regular meeting may be considered and acted upon after a two-thirds vote of the members present and voting to add such business to the agenda.

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, as in advising the General Assembly of the board's position on a proposed law, or commending staff members or other agencies.

All actions taken by the Board shall be identified clearly in minutes of the Board meeting as provided in Bylaw 9326, Minutes.

(cf. 1120 - Board of Education Meetings re public participation)
(cf. 9321 - Time, Place, Notification of Meetings)
(cf. 9322 - Public and Executive Sessions)
(cf. 9323 - Construction/Posting of Agenda)

Legal Reference:

Connecticut General Statutes
1-18-a Definitions.
1-19 Access to public records.
1-21 Meetings of government agencies to be public.
1-21a Recording, broadcasting or photographing meetings.
1-21b Smoking prohibited in certain places.
1-2 1d Adjournment of meetings.
1-21g Executive sessions.
1-21h Conduct of meetings.
1-21i Denial of access to public records or meetings.
10-224 Duties of the secretary.

Bylaw adopted: November 2, 1994
Bylaw revised: September 9, 2017

LEDYARD PUBLIC SCHOOLS
Ledyard, Connecticut