

BY-LAWS OF THE BOARD**Meeting Conduct**

1. Meeting Conduct
 - A. Meetings of the Board of Education shall be conducted by the Chairperson in a manner consistent with the provisions of the Freedom of Information Act and the adopted bylaws of the Board.
 - B. All Board meetings shall commence at or as close as practicable to the stated time, provided there is a quorum.
 - C. All regular and special Board meetings shall be guided by an agenda which will have been prepared and delivered in advance to all Board members and other designated persons.
 - D. Robert's Rules of Order shall govern the proceedings of the Board except as otherwise provided by these bylaws.
2. Smoking
 - A. Smoking will not be permitted in any room in which a meeting of the Board of Education is being conducted, nor during the time immediately prior to the meeting.
 - B. A sign notifying the public that no smoking is allowed in the place designated for the meeting will be prominently posted.
3. Public Address
 - A. The Board may permit any individual or group to address the Board concerning any subject that lies within its jurisdiction during a portion of the Board's regular meetings so designated for such purpose.
 - (1) Five (5) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. The Board may modify these limitations at the beginning of the meeting if the number of persons wishing to speak makes it advisable to do so.
 - (2) A Board of Education member shall be appointed by the Chairperson prior to the meeting to act as a timekeeper for the meeting, if deemed necessary by the Chairperson.
 - (3) No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be

grounds for summary termination, by the Chairperson, of that person's privilege of address.

- (4) All speakers must identify themselves by name and address.

Legal Reference

Connecticut General Statutes

- 1-21 Meetings of government agencies to be public.
- 1-21a Broadcasting or photographing meetings.
- 1-21b Smoking in public meetings prohibited.
- 1-21g Executive sessions.
- 1-21h Conduct of meetings
- 1-21j Denial of access of public records or meeting.
Notice. Appeal.

ADOPTED 1/27/00

REVISED _____