

RULES OF ORDER

The Board shall be governed by the rules of procedure as adopted by the Board. In no event shall the Board adopt Robert's Rules of Order. The presiding officer at his/her discretion, however, may use Robert's Rules of Order as a "guideline" to conduct the meeting. The purpose of this parliamentary procedure is to ensure that the minority has rights that cannot be changed by the majority.

The President (or Vice President in the absence of the President) shall preside at all meetings. In the absence of both the President and the Vice President, the members present shall elect a President Pro Tempore who will serve only for that meeting or for that part of the meeting in which the President and Vice President are absent.

Quorum

A majority of the members elected to and serving on the Board shall constitute a quorum.

Any member of the Board who wishes to make a motion, second a motion or discuss pending business shall first secure recognition of the Board President.

The President will present each agenda item for discussion or designate the Superintendent or other staff member who will present the agenda item.

All formal actions of the Board shall be taken by ordinary motions unless a formal resolution is required.

In order to discuss an agenda action item which has been presented by the Board President for consideration, a motion must be pending before the Board.

The following motions shall be considered:

1. recess;
2. take action, which may include a decision not to take action;
3. amend a motion made to take action, but such amending motion will be disposed of before any other motion to amend the main motion will be in order;
4. defer action to a specific time, date and place;
5. go into closed session only as permitted by Michigan's Open Meetings Act;
6. adjourn, either finally or to a specific time, date and place.

Roll call votes shall be taken when:

1. the motion requires expenditure;
2. the matter being considered is a resolution and the law requires a roll call vote

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3. calling for a closed session as required by the Open Meetings Act Section 7(1) MCL.15.267 and to consider purchase or lease of real property; to consult with an attorney regarding trial or settlement strategy for pending specific litigation; to review and consider the contents of an application for employment or an appointment to public office if the candidate requests confidentiality; to consider materials exempt from discussion or disclosure by state or federal statute
4. a Board member requests a roll call vote

Approved:

LEGAL REFERENCE: MCL 380.11 et seq.

*Adopted April 19, 1982
Revised September 21, 1998
Revised March 21, 2005
Revised October 6, 2008*