

MEETING PROCEDURES

The School Committee will use *Robert's Rules of Order Newly Revised* as a guide for parliamentary procedure. A vote of four-fifths of the members of the School Committee is needed to change a particular rule out of *Robert's Rules of Order Newly Revised*.

The Superintendent or designee will give all appropriate background material and agenda to the press to assist them in following the discussion and action on agenda items.

The Chairperson will stop any discussion that does not apply to the motion last made. S/he may also stop the discussion of a matter if the Committee has previously agreed to confine discussion to a definite period of time, and that period has expired. Aside from such limitation, the Chairperson will not interfere with debate as long as a member wishes to speak.

The Chairperson may give visitors who have not presented a written request an opportunity to address the Committee.

No person may address the School Committee meeting without the permission of the Chairperson. Under provisions of state law, the Chairperson can have removed a person who persists in disorderly behavior from the meeting.

Revised: May 26, 2015

SOURCE: MASC

LEGAL REF.: M.G.L., 39:30A