

0164 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

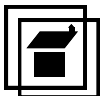
The person presiding shall commence each Board meeting, which shall be held at a minimum of once a month, with an announcement of the notice given for the meeting or a statement regarding the lack of adequate notice, in accordance with law.

Agenda

The Superintendent, Board President, and Vice President upon the request of the President shall prepare an agenda of items of business to come before the Board at each meeting. The regular meeting agenda shall be delivered to each Board member typically no later than two business days before the meeting and shall include such reports and supplementary materials as are appropriate and available. Board members will have at least two days to review the draft agenda and forward any questions, comments, or suggestions to the Board President or Superintendent. After two days a final draft will be published that includes any up-to-date changes to the draft agenda. This final draft will become the public agenda.

The order of business shall be as follows:

- Call to Order
- Notice of Meeting
- Flag Salute/Pledge of Allegiance



POLICY

WILLINGBORO TOWNSHIP BOARD OF EDUCATION

Bylaws
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CONDUCT OF BOARD MEETING
Revised: March 8, 2021

- Roll Call
- Approval of Agenda
- Approval / Acceptance of Minutes
- Superintendent's Report
- District Updates
- Board President's Report
- Board Updates
- Committee Reports
- Presentations
- Public Comments/Participation
- Superintendent's Comments
- Curriculum
- Operations
- Personnel
- Policy
- Old Business
- New Business
- Board Members' Comments
- Executive Session (if necessary)
- Adjournment

N.J.S.A. 10:4 – 10

N.J.S.A. 18A:16-1.1.9

Adopted: 10 September 2007

Revised: 28 September 2009

Revised: 08 June 2020

Revised: 08 March 2021

