

## Bylaws of the Board

### Meeting Conduct

Meetings of the Board of Education shall be conducted by the Chairperson in a manner consistent with the adopted 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 of students or of school system operations.

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

1. **The time allotted** ~~Time allotment~~ to each speaker will be left to the discretion of the Chairperson.
2. No inappropriate and disrespectful conduct shall be permitted at any Board of Education meeting. Persistence and inappropriate and disrespectful conduct shall be grounds for summary termination by the Chairperson of that person's privilege of address. If necessary, the Chairperson may clear the room so that the Board can continue the meeting.
3. Speakers may offer objective criticism of district operations and programs, but the Board encourages members of the public to address complaints concerning individual district personnel through the proper chain of command. The Chairperson may inform ~~the direct~~ the member of the public **of the appropriate means process** to address concerns brought before the Board; however ~~The board will then take comments the Board will not respond with action but will then~~ take comments under advisement and direct the comments to the appropriate staff member to address outside of the Board meeting.

The Board of Education may adjourn any regular or special meeting to a specified time and place. If there is less than a quorum, the members present may do likewise. If all members of the Board are absent, the clerk 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 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.

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#### Actions by the Board (continued)

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 for work well done.

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. 1312 - Public Complaints)

(cf. 9321 - Time, Place, Notification of Meetings)

(cf. 9322 - Public and Executive Sessions)

(cf. 9323 - Construction/Posting of Agenda)

Legal Reference: Connecticut General Statutes  
18a Definitions  
1-200 Access to public records  
1-225 Meetings of government agencies to be public  
1-226 Recording, broadcasting or photographing meetings  
19a-342 Smoking prohibited in certain places. Signed required. Penalty  
1-231 Executive sessions  
1-232 Conduct of meetings (re disturbances)  
1-206 Denial of access of public records or meetings. Notice. Appeal  
10-224 Duties of the Secretary

Bylaw adopted by the Board: January 6, 2000  
Bylaw revised: May 3, 2007  
Bylaw revised: April 21, 2015  
Bylaw revised: January 7, 2016

NEW FAIRFIELD PUBLIC SCHOOLS  
New Fairfield, Connecticut