

Meeting Conduct

Meetings of the Board of Education (“Board”) shall be conducted by the Chairperson in a manner consistent with the adopted bylaws of the Board and the provisions of the Freedom of Information Act.

All Board meetings shall commence at or as close as practicable to, the stated time provided there is a quorum, 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.

Provision for any individual or group to address the Board concerning any subject on the meeting agenda shall be as follows:

Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.

No boisterous or inappropriate or disrespectful conduct shall be permitted at any Board or subcommittee meeting. Persistence in such 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.

To protect the impartiality of the Board, the Board will not hear public comment that involves a complaint about Board of Education personnel, students, a personnel action, a student disciplinary matter, or pending litigation, regardless of whether or not the employee or student is identified in the presentation by name or by another reference which tends to identify an individual. All charges and complaints addressing these topics shall be submitted to the appropriate personnel consistent with Board policy or if no such policy, then to the Superintendent of Schools.

Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by their comments. While it is not the Board's intent to stifle public comment, speakers should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, the speaker may be held legally responsible. Speakers unsure of the legal ramification of what they are about to say are urged to consult first with their legal advisor.

The Board will not respond to any comments made during the public comment, except to clarify issues.

The Board will take into consideration comments made by the public at meetings and hearings. Questions, concerns and requests directed to the Board will usually be deferred pending administrative and Board consideration.

The Board may adjourn any regular or special meeting to a specified time and place. 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.

Meeting Conduct

Actions by the Board

No action will be taken unless the subject acted upon was listed in the agenda published for that meeting, except that 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.

The Board 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)

(cf. 9325.43 -Attendance at Meetings via Electronic Communications)

Legal Reference: Connecticut General Statutes

1-200 Definitions.

1-206 Denial of access of public records or meetings. Notice. Appeal. 1-210 Access to public records.

1-225 Meetings of government agencies to be public.

19a-342 Smoking prohibited in certain places. Sign required. Penalty. 1-231 Executive sessions.

1-232 Conduct of meetings (re disturbances). 10-224 Duties of the Secretary.

NEW CABE Version of Bylaw Adopted: 6/7/2023

**BROOKFIELD PUBLIC SCHOOLS
Brookfield, Connecticut**