

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: RULES OF ORDER	Descriptor No: BO 2	Date Adopted: 2/01
	Reviewed/Revision Adopted: 2/09; 2/11	

1 I. MOTIONS

- 2
- 3 a. A motion must be made and seconded by different members of the Murfreesboro City
- 4 School Board before the Chair puts the question to a vote. A motion is adopted if at least
- 5 four members vote in favor of the motion.
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- 7 b. The Chair shall state or re-state the motion immediately preceding a vote so that the
- 8 Board clearly understands the motion before them and the record clearly reflects the
- 9 motion at issue.
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- 11 c. The Murfreesboro City School Board may discuss agenda items prior to a motion on such
- 12 item being made.
- 13
- 14 d. The Chair, Vice Chair, and/or Chair Pro Tem may make, second, and discuss motions.
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- 16 e. If a motion is adopted which incorporates staff recommendations by reference, the staff
- 17 recommendations adopted should be described in detail in the minutes of the meeting or
- 18 attached to the minutes.
- 19
- 20 f. The maker of the main motion may amend the main motion following debate and the
- 21 second must agree with such amendment or withdraw their second and a new second
- 22 must be obtained before the amended motion may be put to a vote.
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- 24 g. A motion to reconsider action already taken on an item on the agenda may be made at the
- 25 same meeting by any member of the Murfreesboro City School Board.
- 26
- 27 h. A motion to reconsider action taken at prior meeting may be made by any member of the
- 28 Board.
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- 30 i. A motion to defer indefinitely or to a date certain is allowable but to motion to table
- 31 (permanently barring discussion on the topic) is not permitted.
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36 II. VOTING METHOD

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- 38 a. Pursuant to T.C.A. § 49-2-202, a majority of all of the members constituting the Board
- 39 (meaning four (4) members), and not merely a majority of the quorum, shall be required
- 40 to transact all business coming before the Board in regular or special meetings. If all
- 41 seven (7) members of the Murfreesboro City School Board are not present at a meeting,
- 42 and the Murfreesboro City School Board is unable to adopt a motion to approve an action
- 43 item, or to deny it, the item shall be deferred until the next meeting of the Murfreesboro
- 44 City School Board. If all seven (7) members of the Murfreesboro City School Board are
- 45 present and are unable to adopt a motion on an item, it shall be deemed denied.
- 46
- 47 b. Any member who does not intend to vote affirmatively or negatively shall announce that
- 48 the member is or has abstained from the vote. If a member is present but does not vote
- 49 affirmatively or negatively (“abstention”) for reasons including but not limited to a
- 50 conflict of interest, that member shall not be considered in determining the number of
- 51 members voting. A motion which receives an equal number of affirmative and negative
- 52 votes fails.
- 53
- 54 c. Roll call votes will be used at the discretion of the Chair or upon the request of any Board
- 55 member. Each member's vote shall be recorded in the minutes on a roll call vote. Upon
- 56 request, any member's individual vote may be recorded in the minutes. No secret votes
- 57 shall be used.
- 58
- 59 d. Board members shall ask to be recognized by the Chair prior to speaking, either by voice
- 60 or show of hand, to keep members from interrupting one another.
- 61
- 62 e. The Council Liaison may be recognized to speak regarding an issue in the same manner
- 63 as a Board member, but cannot make a motion, second a motion or vote on an issue.
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65 III. CONFLICTS OF INTEREST

- 66
- 67 a. Murfreesboro City School Board members shall announce direct and indirect conflicts of
- 68 interest as required by state law, local ordinance or Board policy. A member with an
- 69 indirect conflict of interest may participate in the discussion and may vote or abstain.
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71 IV. CHAIR'S PARTICIPATION

- 72
- 73 a. The person chairing a meeting may participate in discussion, make motions, and vote on
- 74 all issues as any other member without relinquishing the chair.
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76 V. QUESTIONS OF PROCEDURE

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- 78 a. To the extent questions of procedure arise, the ruling of the Chair shall be controlling,
- 79 unless the Board votes to the contrary. Robert's Rules of Order Newly Revised may be
- 80 used as a reference in making procedural determinations.
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83 Legal References:

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85 T.C.A. §49-2-202(g)

86 T.C.A. §8-44-104(b)(2)

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