

## Chapter 12: Board of Education Operations

### Rule 12.9 Rules of Order

The Board will use the following forms as guides for its conduct of business:

MOTIONS	REQUIRES RECOGNITION	REQUIRES SECOND	DEBATABLE	AMENDABLE	VOTE REQUIRED	WHEN MOTION IS USED OR EFFECT OF MOTION
<b>Housekeeping</b> 1 ADOPT AGENDA	NO	YES	YES	YES	MAJORITY	SET ORDER OF DISCUSSION FOR MEETING. MUST SUSPEND RULES TO BRING ITEM UP OUT OF ORDER.
2	NO	YES	YES	YES	2/3	USUALLY ONLY USED TO INCLUDE URGENT ITEMS NOT ANTICIPATED WHEN AGENDA WAS SET
3	YES	YES	NO	NO	MAJORITY	CAN BE WAY TO AVOID ACTION THAT IS PREMATURE OR UNWISE.
4	YES	YES	NO	NO	MAJORITY	MOVER SHOULD MAKE SURE RECESS IS BRIEF AND ISN'T IN VIOLATION OF SUNSHINE LAW.
<b>MAIN MOTION, DISCUSSION</b> 1	YES	YES	YES	YES	MAJORITY	PUT MAIN ISSUE ON THE TABLE FOR DISCUSSION AND VOTING. ALL OTHER MOTIONS APPLY TO MAIN MOTION.
2	YES	YES	YES	YES	MAJORITY	REFINE OR CLARIFY WORDING OF MAIN MOTION. OR MAY OFFER MEMBERS ALTERNATE CHOICE ON KEY ISSUE.
3	YES	YES	YES	<b>NO, UNLESS PENDING</b>	MAJORITY	REPLACE POORLY WORDED MOTION THAT IS BEYOND AMENDING.
4	YES	YES	NO	NO	MAJORITY	PUT MAIN MOTION ASIDE TEMPORARILY WITH THE PROVISION THAT IT CAN BE BROUGHT UP AGAIN WHEN A MAJORITY SO WISHES. OFTEN USED WHEN OTHER ITEMS ARE MORE PRESSING OR WHEN THE GROUP WANTS TO DISPENSE WITH OTHER ITEMS.
5	YES	YES	NO	NO	MAJORITY	BRING A MOTION BACK BEFORE THE BODY FOR ACTION. NO OTHER MOTION CAN BE UNDER CONSIDERATION.
6	YES	YES	YES	YES	MAJORITY	PUT OFF VOTE ON MAIN MOTION UNTIL MORE INFORMATION IS KNOWN OR UNTIL MORE CONVENIENT TIME.
7	YES	YES	YES	NO	MAJORITY	SAME AS ABOVE
8	YES	YES	YES	NO	MAJORITY	KILL THE MOTION WHILE AVOIDING A DIRECT VOTE ON THE ISSUE.

9	YES	YES	YES	YES	MAJORITY	GIVE THE GROUP TIME TO LEARN ABOUT AN ISSUE BEFORE VOTING
10	NO	NO	NO	NO	2/3 IN NEGATIVE	ALLOW GROUP TO AVOID AN ISSUE WHEN IT IS CONSIDERED UNDESIRABLE TO COME BEFORE THE GROUP.
11	YES	YES	NO	YES	2/3	MAY LIMIT EITHER NUMBER OR LENGTH OF SPEECHES MADE. ALSO MAY SET SPECIFIC TIME TO CUT OFF DEBATE.
12	YES	YES	YES	YES	MAJORITY	PUT ASIDE DISCUSSION NOT RELATED TO MAIN MOTION.
13	YES	YES	YES	NO	MAJORITY	ALLOW BODY TO DISCUSS ONE ISSUE AT A TIME WHEN A MOTION INCLUDES SEVERAL INDEPENDENT ISSUES.
14	YES	YES	NO	YES	MAJORITY	REQUIRE BODY TO VOTE ON EACH PART OF A MOTION ONE AT A TIME.
15	YES	YES	NO	NO	2/3	PUT AN END TO DEBATE TO OBTAIN AN IMMEDIATE VOTE ON MOTION.
16	NO	USUALLY	NO	NO	MAJORITY	STRIKE THE MOTION FROM THE RECORDS OF THE MEETING. REQUIRES SECOND WHEN WITHDRAWN MOTION IS MADE BY MOVER OF ORIGINAL MOTION.
17	NO	NO	NO	NO	NONE	REQUIRE A ROLL CALL VOTE OR BALLOT TO ASSURE ACCURATE COUNT.
18	YES	YES	USUALLY	NO	MAJORITY	PERMIT CORRECTION OF HASTY OR ERRONEOUS ACTION OR HEAR NEW EVIDENCE. CANNOT BE DEBATED IF ORIGINAL MOTION NOT DEBATABLE. THE MOTION AND ITS SECOND MUST BE MADE BY PERSONS VOTING ON THE PREVAILING SIDE.
19	YES	YES	NO	NO	MAJORITY	ANY MEMBER IS ENTITLED TO A CLOSED DETERMINATION ON QUESTION OF WHETHER OR NOT TO ENTER AN EXECUTIVE SESSION. NO OTHER BUSINESS MAY BE CONDUCTED UNTIL DETERMINATION OF ISSUE IS MADE. MUST BE MADE AT OPEN MEETING.
20	YES	YES	NO	NO	3/5	SEE POLICY <b>BCBK</b> .
<b>OTHER MOTIONS</b> 1	NO	NO	NO	NO	NONE	ALLOW MEMBER TO CALL UPON THE CHAIR FOR A RULING WHEN HE THINKS RULES ARE BEING VIOLATED.
2	NO	NO	NO	NO	NONE	ALLOW MEMBER TO OBTAIN ADVICE FROM THE CHAIR ON CORRECT PARLIAMENTARY PROCEDURE SO THAT HE MIGHT MAKE AN APPROPRIATE MOTION.
3	YES	YES	NO	NO	2/3	ALLOW MEMBERS TO CONSIDER SOMETHING WHICH IS IN VIOLATION OF

						NORMAL RULES. OFTEN USED TO BRING UP ITEM OUT OF ORDER OR ITEM NOT ON THE AGENDA.
4	NO	NO	NO	NO	NONE	PERMIT CONSIDERATION OF REQUESTS OR MOTIONS RELATING TO RIGHTS OF THE GROUP. OFTEN MAY RELATE TO PHYSICAL COMFORT OR MEETING ARRANGEMENTS.
5	NO	YES	NO	NO	MAJORITY IN THE NEGATIVE	ALLOW THE ENTIRE BODY TO TAKE ACTION ON A DECISION OF THE CHAIR. IT HAS THE EFFECT OF OVERRULING THE CHAIR'S DECISION.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 7/1984)*