

Bylaws of the Board

Citizen Participation at Board Meetings

Citizens who wish to speak with the Board of Education about a particular subject or concern shall be recognized at the appropriate point in the agenda of the regular monthly Board of Education meeting. This courtesy may be extended at special meetings of the Board of Education by the placement on the agenda of “comments from the public;” such citizen participation at special meetings shall be limited to topics on the special meeting agenda. Written communications from citizens requesting permission to speak with the Board of Education are encouraged but not required.

The Board of Education may, if necessary, restrict the amount of time allowed for citizen presentation. Visitor participation at the Board of Education meetings shall only be at the designated place on the agenda or upon Board of Education agreement to such participation.

Comments and suggestions made by citizens at a Board meeting are welcomed. Such comments or suggestions may be considered in one of the following ways:

1. Received by the Board, but not for specific action taken on the comment or suggestion.
2. Through referral to the Superintendent of Schools for appropriate staff review and consideration.
3. Through referral to the appropriate Board committee for review and consideration.
4. Through being placed on a future agenda for the Board of Education for further review and consideration.
5. Other methods of consideration agreed upon by the Board for a specific question or circumstance.

Questions asked by citizens will be answered in the meeting at which they are asked only if, in the opinion of the Chairperson, the question does not require research or further review before being answered. Citizens’ questions which do necessitate review, or study beyond that which is reasonable at the Board of Education meeting may be handled in one of the following ways:

1. Not answered, because to answer would be legally or procedurally inappropriate. The questioner will be told this either immediately or upon further investigation.
2. Referred to the Superintendent of Schools for staff response – written or oral, depending upon his/her judgment.

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Citizen Participation at Board Meetings (continued)

3. Referred to a Board committee for a committee response – written or oral depending upon the committee’s judgment.
4. Placed on a future agenda for the Board of Education for Board consideration and response by the Chairperson – written or oral, depending upon the Chairperson’s response.
5. Other method or methods to answer the question which is agreed upon by the Board for a specific question or circumstance.

Decisions on considerations, responses, and referrals shall be made by the Board Chairperson or upon a motion passed by the Board.

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

1-226 Recording, broadcasting or photographing meetings

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

Bylaw adopted by the Board:

December 10, 2008

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

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Quorum

Four members of the Board of Education shall constitute a quorum for the transaction of business.

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Recording of Votes

The minutes of Board of Education meetings shall reflect how each Board of Education member voted upon each motion made.

Legal Reference: Connecticut General Statutes

1-225 (formerly 1-21) Meetings of government agencies to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions. (as amended by P.A. 99-71: An Act Clarifying Certain Time Periods in the Freedom of Information Act Eliminating Outdated and Unnecessary Freedom of Information Provisions.)