



POLICY 1.031

5-D I recommend that the Board adopt the proposed revised Policy 1.031, entitled “Special Rules of Order.”

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Development

CONSENT ITEM

- The proposed revisions include updates to align the Policy with practices under the e-agenda system and clarification of the process for removing an individual who is causing disorder or disruption in a Board meeting.
- Other minor updates include conformance with statutes and new statutory references.

POLICY 1.031

SPECIAL RULES OF ORDER

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1. When a main motion has been brought before the Board, the Chair shall ask if the maker of the motion wishes to be assigned the floor first in discussion. Any other Board member who desires to speak in discussion must obtain the floor by addressing the Chair as "Mr. Chairman" or "Madam Chairman." When the Chair recognizes the member, the member then has the floor and can speak to the motion.
 2. A Board member, having obtained the floor while a debatable motion is immediately pending, can only speak twice to the motion for no longer than three (3) minutes the first time and three (3) minutes the second time, unless additional time is obtained by consent of the remaining Board members. Such consent must be given unanimously or by means of a motion to extend the limits of debate.
 - a. Where a Board member seeks additional information from the Superintendent or other staff members, the Board member requests a point of information and asks follow-up questions regarding the motion on the floor. The discussion shall be limited to the Board member receiving the information requested. The Chair will decide on whether to allow the Board member to request a point of information. The request shall be limited to a point of information related to the motion. The Chair shall determine if the Board member may ask follow up questions.
 - b. When an emergency item is submitted to the Board for review and adoption by Board members, there shall be no time limit on discussion.
 - c. After a vote is taken, there shall be no further debate on the motion. All requests for personal privilege shall be given to the Board Chair.
 3. A motion to table or motion to postpone cannot be made until all members have had an opportunity to speak to the motion on the floor.
 4. The Board may change the limits of discussion, for one meeting only, by means of a main motion adopted by a two-thirds vote without notice.
 5. A Board member's remarks must have bearing on whether the pending motion should be adopted.
 6. When a motion is pending, a Board member can condemn the nature or likely consequences of the proposed measure in strong terms, but a Board member may not, under any circumstances, attack or question the motives of another Board member.

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- 47 7. If a Board member repeatedly questions the motives of other members who are
- 48 mentioned by name, or persists in speaking on completely irrelevant matters under
- 49 discussion, the Chair should warn the member. If the member continues, the Chair
- 50 shall state that the member is "out of order."
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- 52 8. Board members may not address one another directly, but must address all
- 53 remarks through the Chair.
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- 55 9. A Board member cannot speak adversely on a prior action that is not pending
- 56 unless a motion to reconsider, rescind or amend is pending, or unless the member
- 57 intends to conclude remarks by making or giving notice of one of these motions.
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- 59 10. In discussion, the maker of the motion is not allowed to speak against the motion,
- 60 although the maker can vote against the motion. If the maker desires to speak
- 61 against the motion, the Board shall be advised and the member may ask
- 62 permission to withdraw the motion.
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- 64 11. During discussion and during voting, no member will be permitted to disturb the
- 65 meeting or hamper the transaction of business.
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- 67 12. A Board member may request informal consultation or discussion of a subject
- 68 outside discussion which may assist in framing a proper motion, such as a motion
- 69 to amend.
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- 71 13. The vote on any motion ~~shall~~ may be taken by casting a vote on the e-agenda,
- 72 voices, unless or, under certain conditions, by a show of hands. In putting the
- 73 question by ~~either of these methods~~ either voice or show of hands, the Chair calls
- 74 first for the affirmative vote, then calls for the negative vote. The Chair shall
- 75 announce the result of the vote. Any Board members may request the Chair to ask
- 76 for a roll call vote, which shall be taken in alphabetical order.
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- 78 14. All persons present at a meeting have an obligation to obey the legitimate orders of
- 79 the Board.
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- 81 15. Propriety of Speaker's Remarks.
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- 83 a. Speakers as to agenda items shall confine their comments only to the agenda
- 84 item being discussed.
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- 86 b. Members of the audience are not constituted as part of the deliberative body
- 87 and may not raise questions concerning Robert's Rules of Order or these
- 88 Special Rules of Order.
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90 c. Public remarks should be directed to the Board as a whole and not to
91 individual members.
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93 16. The Chair has the power to turn off microphones or to recess the meeting if there is
94 any time when one or more persons continuously breaches a call to order or
95 attempts to disrupt the proceedings. If the meeting is not calmed ~~through a recess,~~
96 the Chair may then issue a warning that continued interference with the orderly
97 process of the meeting will result in removal of the person(s) interfering with the
98 meeting. ~~the Chair has the power Pursuant to Fla. Stat. § 1001.372(3), if that~~
99 person(s) then fails to heed this warning from the Chair, the School Police can to
100 require remove that person(s) for continued disruption in attendance at the meeting
101 be removed at any time during the meeting where such persons attempt to disrupt
102 the proceedings in a hostile manner. It is preferable such person(s) be removed by
103 the School Police with only such force as is necessary to remove the offender, and
104 no more. Removal shall be taken only as a last resort.
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106 17. Any of these special rules or order may be suspended for a particular meeting by a
107 two-thirds (2/3) vote of School Board members present, if not contrary to Florida or
108 Federal law.
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110 STATUTORY AUTHORITY: §§ ~~230.221(1), (2), 230.23(22); 230.23005(10),~~
111 1001.41(1) & (2); 1001.42 (22); 1001.43(10), Fla. Stat.
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113 LAWS IMPLEMENTED: §§ ~~230.16 1001.372; 230.173; 230.23005(10);~~
114 1001.372(2); 1001.43(10), Fla. Stat.
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116 RULES SUPPLEMENTED: Current edition of Robert's Rules or Order Newly Revised
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118 HISTORY: 9/16/92; 10/20/99 (as "Standing Rules"); 05/21/2001 (as
119 Policy 1.031); ___/___/2006
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Legal Signoff:

The Legal Department has reviewed proposed Policy 1.031 and finds it legally sufficient for development by the Board.

Attorney

Date