

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Rules of Order	Descriptor Code: 1.405	Issued Date:
		Rescinds: 1.4051	Issued: 08/19/02

1 The rules contained in the current edition of *Robert's Rules Of Order, Newly Revised*, shall govern the
2 Board in all cases to which they are applicable, except as otherwise provided by any statutes applicable
3 to the Board or by policies of this Board including the following exceptions.

4 **VOTING METHOD**

5 A majority of the members shall constitute a quorum at all meetings. A majority of all of the members
6 constituting the board, and not merely a majority of the quorum, shall be required to transact all
7 business coming before the board in regular or special meetings.¹

8 Electronic voting shall be the usual method of recording a vote. However, in the absence of electronic
9 voting, voice vote shall be taken. The Chair may require a show of hands. Any member has a right to
10 require a vote by roll call in which instance the minutes of the meeting shall show the names of those
11 voting for and those voting against the motion, as well as those members abstaining. No vote shall be
12 taken by secret ballot.²

13 Any vote which involves the expenditure of money must be recorded by electronic vote or by roll call.

14 **CHAIR'S PARTICIPATION**

15 The person chairing a meeting may participate in discussion, make motions, and vote on all issues as
16 any other member without relinquishing the Chair.³

17 **SUSPENSION OF RULES**

18 Rules of order may be suspended by a majority vote of the membership at any regular or special
19 meeting.

20 **CHALLENGES**

21 Procedural challenges to the rules of order must be made in a timely manner and not later than the next
22 successive meeting.

Legal References

1. TCA 49-2-202(g)
2. TCA 8-44-104(b)
3. *Reeder v. Trotter*, 142 Tennessee 37 (1919)