

Dracut School Committee By-Laws

1. These by-laws shall take effect immediately upon approval by a majority of the full Committee and shall remain in effect until amended in accordance with Section 14.
2. Regular meetings of the Dracut School Committee shall be held at the location as specified in the posting at a time specified by the Chair on the second and fourth Monday of the month. Other meetings may be called by the Chairman or by a majority of the members upon not less than a forty-eight (48) hour notice to all members; except in an emergency situation.
3. The May meeting shall be regarded as the annual meeting for the organization of the Committee and shall be called by the member with the most continuous service or a majority of the Committee and held prior to the next regularly scheduled meeting. The annual meeting shall be called to order by the member present who has had the most service on the committee whether continuous or not. The first business shall be the election of the Chairman who shall serve for a term of one (1) year; then the election of a First Vice-Chairman who shall serve during the pleasure of the Committee; then the election of a Second Vice-Chairman who shall serve during the pleasure of the Committee; then the by-laws of the Committee shall be ratified.
4. At all meetings, a majority of the full Committee shall constitute a quorum.
5. It shall be the duty of the Chairman to preside at all meetings of the Committee and to perform such other functions that usually evolve upon a Chairman.
6. It shall be the duty of the First Vice-Chairman to perform the duties of the Chairman in the absence of, or at the direction of the Chairman.
7. It shall be the duty of the Second Vice-Chairman to perform the duties of the Chairman in the absence of, or at the direction of the Chairman or First Vice-Chairman.
8. It shall be the duty of the Secretary to attend all meetings of the Committee, keep a record of all its votes and proceedings, and to perform such other functions that usually evolve upon a Secretary.

9. Every motion, in order to be entertained, shall be reduced to writing when so requested by the Chairman or by two members of the Committee.
10. On any motion, a roll call and recorded vote shall be taken if requested by a majority of the Committee. Any single member may have his or her own vote recorded at this request.
11. In the case of a motion and amendments involving amounts or periods of time that involving the largest amount or the longest period of time shall be put first.
12. These by-laws may be suspended only by affirmative vote of four-fifths (4/5) of the full Committee.
13. These by-laws may be amended by a four-fifths (4/5) of the full Committee, provided notice, and a copy of the proposed amendments is given to the Committee at a prior meeting held not less than seven (7) days before the meeting at which the proposed actions are to be taken.
14. The conduct of the meetings not regulated by statute or by these by-laws shall be determined by parliamentary rules as stated in Robert's Rules of Order.
15. Discussions at School Committee Meetings shall be limited to matters pertaining to school affairs.