

**MANCHESTER CITY SCHOOLS**  
**Policy Manual**

**Descriptor Code:** 1.405 Rules of Order  
**Issued Date:** 10/16/06  
**Rescinds:** 1.405 Rules of Order  
**Rescind Date:** 12/13/99  
**Review Month:** July/August

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

**VOTING METHOD**

When a formal vote is taken on any question brought before the Board, the decision shall be made on the basis of a majority of the membership of the Board.<sup>2</sup>

Roll call votes will be used at the discretion of the chairman or upon the request of any board member. Each member's vote shall be recorded in the minutes on a roll call vote. Upon request, any member's individual vote may be recorded in the minutes. No secret votes shall be used.<sup>3</sup>

**CHAIRMAN'S PARTICIPATION**

The person chairing a meeting may participate in discussion, make motions, and vote on all issues as any other member without relinquishing the chair.<sup>4</sup>

**SUSPENSION OR RULES**

Rules of order may be suspended by a two-thirds vote at any regular or special meeting.

**CHALLENGES**

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

---

**Legal References**

1. [TCA 49-5-409\(b\)\(1\)](#)  
[TCA 49-6-3004\(f\)](#)
2. [TCA 49-2-202\(g\)](#)
3. [TCA 8-44-104\(b\)](#)
4. [Reeder v. Trotter, 142 Tenn. 37 \(1919\)](#)  
[AGO 82-48 \(February 4, 1982\)](#)

---

**Cross References:**