



# Bath County High School

## School Based Decision Making Policy

**Policy Topic Description:**

SBDM Decision Making

**Council Policy Type (Check One):**

By-Laws (Council Operations Policies)

Function (School Operational Policies)

**Policy Number:**

1.08

**Policy Statement:**

A quorum of the council must be present for any meeting to be official. A quorum shall be four (4) members of the council. All decisions of the council shall be made through a motion that has been seconded and supported by votes from at least four council members. A tie vote does not constitute a majority.

A policy shall not be adopted by the council at the meeting in which the policy is first introduced. When issues requiring council action are presented, it shall be the responsibility of the chairperson to facilitate the discussion to ensure that those having legitimate interests in a matter are able to present their views. If after proper discussion it appears that formal action needs to be taken, it shall be done in the following manner: (1) a council member must make a motion stating the action to be taken, (2) another council member must second the motion, (3) if any amendments are proposed then they must be addressed, (4) the chairperson shall ask the council if there is any discussion about the motion and then allow ample time for discussion to occur, (5) the chairperson shall then ask all those council members who are in favor of the action/motion to signify their support by raising their hand, and (6) the chairperson shall also ask all those opposed to the motion/action to signify their opposition by raising their hand. A majority of the council is necessary for a motion/action to pass. Council members may abstain from voting.

If a motion/action does not receive a second by another council member, the motion/action that was presented dies due to a lack of a second. If a majority vote cannot be reached (vote is evenly split at three to three or two to two) or if an extremely lengthy discussion ensues, the council may make a motion to table an item; postpone action until a later date (a date must be set); or refer an item to a committee (ad hoc or standing). If an item originated from a committee, the SBDM council may refer the item back to the committee from which it came with further directions on what to do before the next council meeting.

Date Adopted: 05/13/2014

Signature: \_\_\_\_\_

*Paul W. Prater*

Council Chairperson

Date Revised: 11/13/2007