

**ARTICLE I ORGANIZATION****Section 1****ORGANIZATION**

The organizational meeting of the East Providence School Committee shall take place at the first regular meeting in January following a School Committee election year and after the members have been duly sworn in. The organizational meeting must be convened by a quorum of the School Committee and a majority vote of the Committee members present at the organizational meeting is required to elect the officers of the Committee. The organizational meeting shall be conducted pursuant to the bylaws herein.

**Section 2 ELECTION OF OFFICERS**

The Committee Chair, Vice-Chair, Clerk shall be elected at the organizational meeting referred to in Section 1, or at such time as any such offices shall become vacant as further provided in this section. The Chair, or the Vice-Chair in the Chair's absence, or the Clerk in the absence of both Chair and Vice-Chair, will preside over the election of officers. In the event that all offices are vacant, the East Providence School District's Executive Assistant or the Superintendent's designee will call the meeting to order and request the School Committee nominate a School Committee Chair. The office of Chair will be elected first, followed by the office of Vice-Chair, followed by the office of Clerk.

If the office of Chair becomes vacant for any reason, the Vice-Chair shall assume the duties of the Chair for the completion of the unexpired term.

In the event that the office of the Vice Chair and/or the office of the Clerk becomes vacant for any reason, the Committee Chair will appoint a temporary Vice-Chair and/or temporary Clerk from the School Committee membership until a new Vice-Chair and/or Clerk is elected.

In the event that the Chair, Vice-Chair and/or Clerk resigns from the School Committee, the election of new Chair, Vice-Chair and/or Clerk will take place after the resignation has been formally accepted by the Committee and the vacated positions are filled pursuant to law.

**ARTICLE II MEETINGS****Section 1 REGULAR MEETINGS**

The regular monthly meetings of the School Committee shall be held on the second Tuesday of each month. If, however, the day of a regular meeting shall be a legal holiday then the regular meeting shall be held on the next business day.

Each regular meeting shall continue until such time as all matters on the agenda have been considered and acted upon, however, at 10:00 pm EST the Chair may call for actions required before adjournment and a subsequent motion to adjourn.

**Section 2 PLACE OF MEETINGS**

All meetings of the School Committee shall be held in an East Providence school and shall be held in a meeting room accessible to persons with disabilities.

**Section 3 SPECIAL MEETINGS**

Special meetings may be called by the Chair, the Superintendent, or upon the written request of any three (3) members of the School Committee. This written request shall be made to the Superintendent. The Superintendent or their designee shall immediately forward the request for a special meeting to each School Committee member. The Superintendent or their designee shall poll members to determine if a legal quorum is available to meet at the proposed time and date. If such a quorum is available, the Superintendent or their designee shall schedule, advertise, and post the special meeting consistent with state law and local charter.

Notice of the special meeting shall state the special matter or matters to be considered and all members shall receive notice one (1) week prior to the special meeting. At special meetings, only the business for which the meeting was called will be in order.

#### **Section 4 EMERGENCY MEETINGS**

Emergency meetings may be called by the Chair and approved by a majority of the School Committee when the meeting is deemed necessary to address an unexpected occurrence that requires immediate action to protect the public. Notice of the emergency meeting and agenda must be posted as soon as possible pursuant to R.I. Gen. Laws § 42-46-6(c). The Chair, Vice-Chair, or Clerk must state for record and minutes why the matter had to be addressed in less than forty-eight (48) hours. At emergency meetings, only the business for which the meeting was called will be in order.

#### **Section 5 EXECUTIVE SESSION**

By a majority vote at an open meeting, the School Committee may call an executive session for any reason pursuant to R.I. Gen. Laws § 42-46-5. The School Committee shall comply with all procedural requirements of all applicable law when meeting in Executive Session, including the announcement of any votes taken in Executive Session once back in Open Session. The reason for closing a meeting to Executive Session and the vote of each member shall be recorded in the Open Meeting Minutes. The following items may be discussed and voted upon in Executive Session:

1. Any discussions of the job performance, character, or physical or mental health of a person or persons provided that such person or persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting;
2. Sessions pertaining to collective bargaining or litigation, or work sessions pertaining to collective bargaining or litigation;
3. Discussion regarding the matter of security including, but not limited to, the deployment of security personnel or devices;
4. Any investigative proceedings regarding allegations of misconduct, either civil or criminal;
5. Any discussions or considerations related to the acquisition or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public;
6. Any discussions related to or concerning a prospective business or industry locating in the state of Rhode Island when an open meeting would have a detrimental effect on the interest of the public;
7. A matter related to the question of the investment of public funds where the premature disclosure would adversely affect the public interest. Public funds shall include any investment plan or matter related thereto, including, but not limited to, state lottery plans for new promotions;
8. Any executive sessions of a local school committee exclusively for the purposes: (i) of conducting student disciplinary hearings; or (ii) of reviewing other matters which relate to the privacy of students and their records, including all hearings of the various juvenile hearing boards of any municipality; provided, however, that any affected student shall have been notified in advance in writing and advised that he or she may require that the discussion be held in an open meeting;
9. Any hearings on, or discussions of, a grievance filed pursuant to a collective bargaining agreement;
10. Any discussion of the personal finances of a prospective donor to a library;
11. Any other purpose specified by the Rhode Island Open Meetings Act (R.I. Gen. Laws § 42-46-5) as it may be amended from time to time.

#### **Section 6 POSTING OF MEETINGS**

All School Committee meetings shall be posted and advertised in compliance with applicable state law.

#### **Section 7 QUORUM**

Three (3) members of the School Committee will constitute a quorum required to do business. In the absence of a quorum, only taking measures to obtain a quorum, fixing a time to adjourn, or taking a recess are permitted.

Any time a quorum gathers to discuss the Committee's business a meeting is constituted. Additionally, discussion of committee business between three or more members, even if not at the same time, may constitute a rolling quorum under state law. Consequently, members should be cautious to only hold meetings and discussions as permitted by these by-laws and Rhode Island state law.

## **Section 8 WORKSHOPS**

The School Committee may schedule workshops in open session to allow in depth discussions regarding a defined topic. There is no formal action by the School Committee at a workshop. Workshops are not recorded; however, notice of workshops shall be posted in accordance with state open meeting laws, and no votes or official actions may be taken. Workshops allow for the School Committee and Administration to engage in a discussion of the topic at hand.

## **Section 9 POSTPONEMENTS OR CANCELLATIONS OF MEETINGS**

Any regular meeting may be postponed or canceled by majority vote of the entire committee.

## **Section 10 NOTIFICATION OF MEETINGS**

Notice of each meeting shall be communicated to each member not less than three (3) days prior to the date of the meeting and shall specify the time and place where such meeting shall be held.

# **ARTICLE III AUTHORITY AND DUTIES OF THE SCHOOL COMMITTEE AND ITS OFFICERS**

## **Section 1 LEGAL AUTHORITY, STATUS AND RESPONSIBILITIES**

In accordance with law, the responsibility for the general administration and supervision of the District is vested in the School Committee. School Committee members collectively constitute an agency of government whose powers, responsibilities, and duties can only be exercised by the action of the School Committee. An individual School Committee member, including the Chairperson, shall have only such power and authority as delegated by the School Committee.

The School Committee shall interact with the Administration of the District solely through the Superintendent, in accordance with law.

The legal status of the School Committee is derived from Article XII, Section 1 of the Constitution of the State of Rhode Island. The Rhode Island General Assembly is responsible for the exercise of plenary control over educational matters within the state, and delegates certain authority and responsibility to the local School Committee.

The School Committee's duty is to identify and set policy for the effective administration, operation, and maintenance of the School Department. The School Committee shall have such power as granted by law to implement and enforce such policies.

The School Committee shall formulate and adopt appropriate policies pertaining to the administration, curriculum, and program of the School Department and the relationship of the School Department with students, parents, and the public as the primary responsibility and function of the School Committee.

The formal adoption of policies will be recorded in the minutes of the School Committee. Only those written statements so adopted and so recorded shall be deemed as added to official School Committee policy.

The School Committee shall regularly review the implementation of policy through reports, presentations, or other methods as needed to adequately inform the School Committee.

## **Section 2 DUTIES OF INDIVIDUAL MEMBERS**

School Committee members have legal authority only during meetings convened in accordance with these bylaws and Rhode Island law. Members fulfill their obligations by participating in meetings. The method of participation is discussion, deliberation, debate and voting. Individual Committee members have no authority to act on behalf of the Committee without a specific vote enabling such Committee member to carry out a task on its behalf.

The East Providence School Committee shall abide by the following code of basic principles and ethical standards, which include but are not limited to:

1. Recognize that the academic success and overall well-being of all East Providence students are the primary considerations in all committee decisions.

2. Formulate written policy for the administration of schools to be reviewed regularly and revised as necessary. Policies should identify measurable outcomes or objectives, where possible, which assist in appraising the work of the District. *Commit* to decisions, policies, and protocols that have been developed collaboratively and are aligned to East Providence School District's goals.
3. Exercise legislative, policymaking, planning and appraising functions. Delegate administrative functions in the operation of schools to the Superintendent and their delegates.
4. Recognize the critical responsibility for selecting the superintendent, defining the superintendent's responsibilities, and evaluating the superintendent's performance regularly without directly engaging in administrative processes. Evaluate the Superintendent's performance on an annual basis. (See also **ID.H. Evaluation of the Superintendent**).
5. Make public relevant institutional information in order to promote communication and understanding between the school system and the community. Communicate connections between decisions, district performance, and student data.
6. Act on legislative and policy-making matters only after examining pertinent facts and considering the superintendent's recommendations.
7. Conduct meetings with planned and published agendas.
8. Give the superintendent full responsibility for discharging their professional duties and hold them responsible for the results.
9. Refer to the Superintendent all complaints and criticisms of the school system, its personnel and operations.
10. Act publicly with the Superintendent in their resolution, unless the private resolution of these matters is mandated by law or school district regulations.
11. Openly debate and vote on issues that come before the School Committee and support the majority decision of the committee.
12. Work with other committee members to establish effective policies and to delegate authority for the administration of the schools to the Superintendent.
13. When expressing individual views and opinions to the community and/or the media, members clearly indicate that they are speaking only on their own behalf.
14. Avoid being placed in a position of conflict of interest, and refrain from using the committee position for personal gain.
15. Make no personal promises nor take private action that may compromise the integrity of the School Committee.
16. Keep confidential matters confidential.
17. As required by law, complete six (6) hours of Professional Development administered through or approved by the Rhode Island Association of School Committees (RIASC) on an annual basis.
18. Attend all regularly scheduled committee meetings as possible, and become informed concerning the issues to be considered at those meetings.
19. Prepare for meetings by reading all related materials prior to the meeting.

The committee may convene a duly posted meeting, under the provisions of applicable law, to sanction a member who does not comply with the individual limits, responsibilities and ethical standards set forth in this Article and in applicable law.

### **Section 3 DUTIES OF THE CHAIR**

The Chair shall exercise such powers and perform such duties as fixed by statute and as usually devolved upon the presiding officer of a deliberative body, and unless otherwise restricted by these by-laws or other committee established regulations, shall appoint all special committees and/or liaisons.

The Chair has no more authority than has any member of the Committee, and the Chair's actions are not binding on the Committee unless given such authority by the Committee or these bylaws.

The Chair shall set and facilitate the agenda as provided herein, maintain order and ensure that debates and discussion remain relevant to the issue, civil, and are not disruptive, volatile, hostile or malign.

Both the Chair and the Clerk are authorized signatories to all legal documents on behalf of the Committee provided the Committee votes to grant such authority.

With the assistance as necessary from the Superintendent, the Chair shall represent the Committee in all its relationships with the City of East Providence.

The Chair shall have the right to entertain motions, to temporarily turn the chair over to the Vice Chair, and to vote on all matters.

#### **Section 4 DUTIES OF THE VICE-CHAIR**

In the absence of the Chair, the Vice-Chair shall perform the duties of the Chair as stated in Section 1 of Article III or as authorized by the Chair.

#### **Section 5 DUTIES OF THE CLERK**

The Clerk shall serve as an official signatory of the district and shall certify copies of official district documents as necessary. The Clerk is an authorized signatory for payment of all bills that have been approved by the Committee. In the absence of the Chair and Vice-Chair, the Clerk shall perform the duties of the Chair.

Unofficial minutes will be reviewed by the Committee as to accuracy prior to the approval of the Committee. The Clerk will sign all approved minutes for the Committee prior to their assignment to the permanent record.

The Clerk shall be assisted by the Superintendent's Executive Administrative Assistant who shall perform all the physical duties of this office, including keeping a complete and accurate record of all meetings in compliance with state law.

#### **Section 6 CONFLICT OF INTEREST**

School Committee members are expected to understand and comply with the language and spirit of the Rhode Island Code of Ethics in Government Act and disclose any personal interests or ties prior to discussion or to voting. Specific attention should be paid to items involving personnel, purchasing, or votes requiring expenditure of funds. School Committee members are expected to recuse themselves from all real or potential conflicts, as required by applicable law. School Committee members are expected to avoid being placed in a position of conflict of interest, and refrain from using the committee position for personal gain. If the committee member is in doubt about a possible conflict, an advisory opinion may be requested from the school district's legal counsel and/or the Ethics Commission. Members shall abstain from seeking employment in the East Providence School Department for at least one (1) year after completing their tenure as a East Providence School Committee member.

#### **Section 7 FINANCIAL**

No member of the School Committee shall sell supplies or other materials to the East Providence School Department directly or indirectly and no member of the School Committee shall have any financial dealings directly or indirectly with any contractor, individual or corporation engaged in school work. R.I. Gen. Laws §16-2-9.1 (13) and R.I. Gen. Laws§ 36-14-5.

#### **Section 8 PRESS RELEASES AND COMMUNICATION WITH THE MEDIA**

The Chair or designee shall be the official spokesperson for the Committee and can only make statements on actions or positions upon which the Committee has taken official action.

Press releases on behalf of the Committee shall be approved by the Chair and reviewed by legal counsel prior to release. The Superintendent or staff member designated by the Superintendent shall be the official spokesperson for the school department on issues that relate to district operations.

Statements shall not be made to the media regarding personnel or other matters protected by law.

A Member retains the right to speak to the media as an individual but must understand that any comment will likely be interpreted by viewers/readers as an official statement by the Committee. Committee Members are elected officials and should be cognizant of their comments. If a Member chooses to speak with the media, the Member should preface any comments stating the Member is speaking as an individual, and that only the Committee as a whole can make policies and decisions for the school department.

### **ARTICLE IV ORDER OF MEETINGS**

#### **Section 1 ORDER OF BUSINESS - REGULAR MEETINGS**

The order of business at a regular meeting shall be as follows, unless otherwise agreed to by a majority of the School Committee:

- A) Pledge of Allegiance
- B) Student Liaison Report
- C) EPLAC/PTO/PTA Report
- D) Public Comment

- E) Consent Agenda
- F) Superintendent's Report
- G) Director of Teaching & Learning Report
- H) Sub-Committee Report(s)
- I) Discussion Items
- J) Action Items
- K) Announcements
- L) Adjournment

The consent agenda is approved in its entirety. The Committee shall, from time to time, designate items to be routinely placed on this Agenda. Any member may remove an item for discussion and require a separate vote. The consent items are generally routine in nature unless, as mentioned previously, a member of the Committee requests its removal from the consent agenda to discuss.

## **Section 2 PUBLIC COMMENT**

Comments by the public that pertain to East Providence School District issues on the meeting's agenda or not will be heard. Public Comments made during the Public Comment shall be limited to three minutes per individual. No comments on personnel issues, sensitive information regarding students or staff, or confidential matters shall be permitted during Public Comment.

*Public comment is provided as an opportunity for individuals to address the board regarding matters within its jurisdiction. The comment period is not a forum for dialogue, debate, or immediate response. Board members and staff will listen respectfully but will not engage in discussion during this time. Matters raised may be referred for further review, response, or placement on a future agenda.*

## **Section 3 SUSPENSION - ORDER OF BUSINESS**

The order of business for any meeting may be suspended by general consent or by a majority vote of the members present providing a quorum has been maintained.

# **ARTICLE V SUB-COMMITTEES/LIAISONS/CONTRACT NEGOTIATION COMMITTEE**

## **Section 1. APPOINTMENTS**

The Chair makes the following appointments:

<u>Sub-Committee</u>	<u>Members Appointed</u>
• Facilities	Two (2) members max
• Policy	Two (2) members max
• Health and Wellness	Two (2) members max.

Sub-Committees will meet on a regular basis and Committee members who are appointed are urged to attend.

The Committee may from time to time establish liaisons to serve as representative of the Committee on approved advisory committees and boards. The chair has the responsibility to appoint liaisons.

There are a total of four collective bargaining agreements. The Chair will appoint two school committee members to each contract negotiation committee regarding a collective bargaining agreement. Such appointment shall be affirmed by a majority vote by the School Committee.

# **ARTICLE VI ORIENTATION**

## **Section 1 NEW MEMBERS**

The School Committee and its staff shall assist each new member-elect to understand committee functions, policies, and procedures before and when the new member takes office.

The following methods may be employed:

- a. The electee shall be given selected material related to committee membership which shall include and be not limited to the East Providence School Committee Policy Book.
- b. The electee shall be invited to attend interim School Committee meetings and participate in the discussions

held therein.

- c. The Clerk shall supply pertinent material and explain their use to electees.
- d. The incoming members shall be invited to meet with both the Superintendent and Chair to discuss the services that they and their staff perform for the Committee and they shall be given the Laws of Rhode Island relating to education, if possible and if not readily available, the webpage address for Title 16 of the General Laws of Rhode Island.

## **Section 2 OPPORTUNITIES FOR DEVELOPMENT**

School Committee members are encouraged to prepare themselves for maximum service to the community through:

- a. Conferences with other School Committee members on an individual basis.
- b. Conferences with the Superintendent.
- c. Visits to observe administrative office practices at the invitation of the superintendent, when appropriate.
- d. Visits to schools as a committee or individually with prior notice to the school principal, when appropriate. Such visits should be managed through the Administrative Assistant.
- e. Participation in curriculum committee studies as required or invited.
- f. Attendance and participation at educational conferences and conventions.
- g. Reading educational magazines and periodicals.
- h. Appearances at Parent-Teacher Association, civic and church group meetings and the Special Education Advisory Committee
- i. Study of By-Laws of the School Committee.
- j. Familiarization with departmental policies, Administrative Procedures and staff job descriptions.

\*Committee members are cautioned to remain conflict free by not giving the appearance of inappropriate meetings of more than 2 members either in person or by the use of social media.

## **Section 3 EXPENSES**

School Committee members shall be reimbursed for expenses incurred at conferences and conventions sponsored by education associations, state school boards, colleges and universities, or state and national education commissions when such expenses are included in the Annual Budget and individual attendance is an agenda item at a regular meeting and is approved by a majority of the School Committee present.

# **ARTICLE VII METHODS OF OPERATION**

## **Section 1 FORMULATION OF POLICIES**

The School Committee shall reserve to itself the establishment of guidelines within which it shall function. It shall also provide discretionary limits upon the actions of those to whom it delegates authority. These guidelines and limits of action shall constitute the policies governing the operation of the school system.

The formulation and adoption of written policies shall constitute the basic method by which the School Committee shall exercise its leadership in the operation of the school system. The study, review and evaluation of reports concerning the adoption and execution of its written policies shall constitute the basic method by which the School Committee shall exercise its control over the operation of the school system.

The adoption of all policies shall be recorded in the minutes of the School Committee meetings. Only those written statements so adopted and recorded shall be regarded as official School Committee policy.

## **Section 2 ADOPTION OF POLICIES**

The School Committee, when it deems it necessary, shall adopt policies concerning operations, but should make them broad enough to leave room for the Superintendent of Schools to establish their own Administrative Procedures in order to put the School Committee's policies into effect.

Proposed policies may be written by members of the School Committee, the Superintendent, or members of their staff when designated by the Superintendent. Proposed policies shall be submitted in writing as part of an agenda to members of the School Committee at least three (3) days in advance of a meeting at which the proposed policy is to be considered.

The Policy Manual shall be a source used to govern the East Providence School Department. At least one Policy manual will be available to the faculty and staff in each school library. At least one Policy Manual will be available for public reference at the Superintendent's office and in the public library. In addition, the Policy Manual and updates as they occur will be made available in electronic form on the East Providence School Department website

(epschoolsri.com). The Policies of the School Committee shall be subject to approval, by a majority vote of all the members of the Committee.

These same policies shall be presented for second passage, or amendment, or cancellation upon a majority vote of all the members of the School Committee at a meeting in the agenda for which the proposed amendment has been described in writing, providing the amendment or cancellation has been discussed at the previous meeting. Second Passage is required for all Policies.

## **ARTICLE VIII REAFFIRMATION AND AMENDMENT OF BYLAWS**

### **Section 1 ANNUAL REAFFIRMATION OF BYLAWS**

These bylaws shall be readopted at each biannual organizational meeting, subject to the understanding that all bylaws not established by law and/or contractual agreements may be changed through Committee action as described in Article IX, Section 11 below.

### **Section 2 ADOPTION OF BY-LAWS**

These by-laws may be amended only by the affirmative vote of a majority of the members of the School Committee when such action has been scheduled and advertised on the agenda of a regular or special meeting. All revisions or additions may be approved by the School Committee after two readings.

## **ARTICLE IX ADMINISTRATIVE PROCEDURES**

### **Section 1 FORMULATION OF ADMINISTRATIVE PROCEDURES**

In accordance with R.I. Gen Laws§ 16-2-11(5) the School Committee shall delegate to the Superintendent the administrative responsibility for the school department. The Superintendent shall develop appropriate administrative rules and practices which shall be subject to review by the School Committee.

### **Section 2 ADOPTION OF ADMINISTRATIVE PROCEDURES**

The School Committee can by majority vote of the entire membership cancel or suspend any administrative procedure, but the Superintendent's administrative regulations shall be considered effective when the Superintendent officially approves them by affixing his or her signature with the effective date shown thereon. He or she shall distribute copies to the School Committee and to his or her own distribution list within the school department.

## **ARTICLE X AGENDA**

### **Section 1 DEVELOPING THE AGENDA**

It shall be the duty of the Chair, in cooperation with the Superintendent, to prepare the agenda for all meetings of the School Committee. Any individual School Committee member may request in writing or verbally to the Chair or the Chair, that an item be placed on the agenda. The established deadline for committee member requests for items to be included in the agenda shall be seven (7) days prior to the meeting. If such request is refused, the member may motion at the regular meeting to have the item placed on the agenda for discussion upon a majority vote by the School Committee.

The agenda and supportive material shall be written and distributed to School Committee members at least three (3) days in advance of regular meetings and at the discretion of the Chair for special or emergency meetings.

## **ARTICLE XI RULES OF ORDER**

### **Section 1 PARLIAMENTARY PROCEDURES**

Unless otherwise provided in the School Committee's By-Laws, the Committee shall conduct all its meetings in accordance with Robert's Rules of Order, Revised 1915. When a quorum is present, a majority vote shall be defined as a majority of the votes cast, which is sufficient for the adoption of any motion, except those requiring a majority vote of the entire membership.

No motion is in order, or can be adopted, if it conflicts with the laws of the nation, state, or city charter. The only business that can be transacted in the absence of a quorum is to take measures to obtain a quorum, to fix the time at which to adjourn, and to adjourn, or to take a recess. Motions duly made and seconded shall be repeated by the chair, so recorded, discussed, and then voted. There shall be a roll call vote upon request of any committee member.

## **Section 1 APPPOINTMENT**

The Superintendent shall be appointed by the School Committee.

The School Committee shall have the authority to enter a written contract with the Superintendent which shall serve as the basis of the working relationship of School Committee and Superintendent of Schools.

## Section 2 AGENT

The Superintendent shall be ultimately responsible to the School Committee for the educational and administrative governance of the entire School System.

### Section 3 MEETINGS AND POWER

The Superintendent shall attend all meetings of the School Committee, shall communicate all necessary information and may express his or her opinion on any subject under consideration upon recognition by the chair.

## ARTICLE XIII MEETING NOTICES

1. It shall be the duty of the Executive Administrative Assistant to the Superintendent and School Committee to post all School Committee meetings at least forty-eight (48) hours prior to the meeting time on the website of the Rhode Island Secretary of State and the School Department website.
2. Notice of meetings shall specifically state who is calling the meeting or upon whose advice it is being called, the kind of meeting, the place and time of the meeting, the purpose of the meeting and any/and all agenda items.
3. Under no circumstances shall the Superintendent call the meeting. If the Chair or Vice-Chair are not available, the Clerk shall call the meeting abiding by all of the above.
4. The Executive Administrative Assistant to the Superintendent and School Committee shall post the agenda on the website of the RI Secretary of State and on the school department website, post the agenda in the School Administrative Offices at City Hall, and send copies to all central office and school administrators.
5. Any and all proposals by the School Committee members shall be specifically listed.
6. Items under "Discussion" proposed by individual School Committee members shall be heard first.

Legal reference: Title 16-2 and Title 36-14-1 of the General Laws of Rhode Island

## East Providence School Committee

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Revised: 1/15/26