

7. At the next regular or special Board meeting following the interviews, the Board will elect by majority vote one person from the candidates to fill the vacancy.

However, in situations in which the vacancy falls in the time period between the primary election (or the primary run-off election) and the general election, the Board may vote to appoint an unopposed candidate, who is from the district in which the vacancy occurred, to fill the vacancy until the general election.

Approved: 10/23/00; Revised 10-24-11

Meetings

Business meetings. The Board will meet at least ten times annually, usually once each month. The time, date, and place of these meetings will be determined or reconfirmed annually at the November Board meeting and announced publicly. If it is necessary to reschedule a meeting, all members should be polled in advance in order to determine a mutually satisfactory time.

Workshop meetings. Workshop meetings will be held the first meeting of each month to provide dialogue and gather information related to items which may be presented during the business meetings. Business items must, except in case of emergency, be presented at the workshop meeting for discussion prior to being placed on the Business meeting agenda for action.

Organizational meeting. The Board will hold an organizational meeting at the first regular meeting that includes newly elected members. Election of a vice-chairperson for a term of two years will take place at the organizational meeting. The agenda of the organizational meeting will include designation or confirmation of the times that the Board will meet regularly through the next year. (Revised 01-04-10)

Special meetings. A special meeting of the Board may be called by the chairperson upon the request of any of its members or the superintendent. Except in emergencies, any special meetings will be announced at regular meetings of the Board, and the public will be informed through the news media. At special meetings, action will be limited to items related to the purpose or purposes for which the meeting was called.

Rules of order. Unless otherwise provided in the Board's policies governing its operations and procedures, the latest edition of Robert's Rules of Order shall be its guide to the conduct of official meetings. However, the vote required for adoption of any motion shall not exceed two-thirds of those present and voting unless otherwise determined by prior action of the Board.

Open forum. Citizens may address the Board on items as provided below.

1. A maximum of 30 minutes of each Board meeting will be allocated for citizens to speak to the Board on any issue they wish to bring forth.
2. Each person wishing to speak must register prior to the Board meeting and must be a resident of Horry County, and must provide a valid phone number and/or e-mail address. The registration may be accomplished during regular business hours or up to 15 minutes prior to a regularly scheduled Board meeting. Persons registering shall give their name and address. Only those so registered and recognized by the chairperson will be permitted to address the Board. Persons will be recognized in the order in which they registered. The administration will provide for an expeditious and orderly registration procedure. (Revised

01-04-10)

3. Each person will be limited to no more than five minutes for his/her presentation. In cases of abusive language or of purely personal attacks on staff, Board members, or others, the chairperson shall rule the person out of order and require him/her to relinquish the floor, if necessary.
4. If more persons register to address the Board than time permits, they may be asked to limit their presentations to fewer than five minutes each or to appoint a spokesperson who may have up to five minutes to summarize their points of view.

Recording of Board meetings. Board meetings that are open to the public may be recorded by any person in attendance at the meeting as long as it does not interfere with the conduct of the meeting.

Meeting Minutes. An official record of all meetings will be kept by the Office of the Superintendent. A searchable record of all official business will be maintained for use by board members.

Approved: 12/17/01; Revised 01-04-10; Revised 10-24-11

Quorum

A majority of the Board, or seven members, constitutes a quorum for purposes of transacting business. The only action the Board may take in the absence of a quorum is to adjourn the meeting to another time in the expectation of a quorum.

Approved: 10/23/00

Voting Method

All voting of the Board will be by: electronic means, voice, or roll call, with such exceptions as the Board may make for election of officers or other matters as may be determined by the Board. On split votes, the names of those Board members voting "nay" will be recorded in the minutes. In addition, the names of members abstaining will be recorded.

The chairperson can vote in all matters except in the election of the vice-chair and the appointment of a Board member unless it is to break a tie.

The chairperson cannot relinquish the position of chair to make a motion.

Should the vice-chair temporarily assume the role of chairperson, the vice-chair does not forfeit his or her voting rights and the right to make a motion.

Approved: 10/23/00; Revised 10-24-11; Revised 03-25-13

Legal Representation