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159 THORNDIKE STREET CAMBRIDGE, MASSACHUSETTS 02141

January 5, 2016

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

Approval of Revision to School Committee Organizational Meeting Policy

Recommendation: That the School Committee approve the revision to the School Committee Organizational Policy as detailed in the attached document.

This is a first reading of this proposed revision to the School Committee Organization Policy.

Description: The revision to the policy is being made to align the language to the current practices of the School Committee as well as to state law regarding who serves as Chair of the School Committee.

Supporting Data: School Committee Organizational Meeting Policy
M.G.L.c. 43, §100
M.G.L.c. 43, §32

Respectfully submitted,

Jeffrey M. Young, Ed.D.
Superintendent of Schools

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SCHOOL COMMITTEE ORGANIZATIONAL MEETING

The School Committee of the City of Cambridge shall meet on the first Monday in January after each annual election for the purpose of organization.

Procedure:

The Mayor of the City of Cambridge who serves as Chair of the School Committee shall preside and shall call the organizational meeting to order immediately following the roll call.

The City Clerk shall administer the oath of office to the elected member of the School Committee.

Following the oath of office ceremony, the Chair shall call for nominations from the floor for the office of Vice-Chair. Balloting shall be by roll call vote; a majority vote of the full School Committee membership is required for election.

In the event that the office of Vice Chair becomes vacant between organizational meetings, the procedure outlined above shall be used to fill it until the ensuing organizational meeting.

Other Organizational Business:

At the organizational meeting the School Committee may, if it chooses, make other appointments as it deems necessary. A majority vote of the full School Committee membership is required for the election to any office.

The School Committee shall also reaffirm its policies as set forth in the policy manual of the Cambridge School Committee, with the understanding that these policies are at all times subject to revision and amendment.

If the City Council fails to elect a Mayor, the Secretary will call the meeting to order. Following the oath of office, the Secretary will ask the School Committee to take up the following:

- Election of a Vice-Chair
- Adoption of Rules
- General Business

Once elected, the Vice Chair will chair the organizational meeting and all further meetings until the City Council elects a Mayor. If a Mayor has not been elected, the member of the council senior in length of service, or if more than one have so served, then the member senior in both age and length of service who is performing the duties of Mayor until a new Mayor has been elected will serve as Chair of the School Committee, and the Vice Chair of the School Committee will preside at all meetings of the School Committee at which member of the council performing the duties of Mayor and/or the Mayor is not present.

Adopted: June 5, 2001