

4. Statements of accounts for the last term, shall be made by the Treasurer.

5. All claims against the Board shall be presented, considered, referred, approved or rejected.

6. Reports from Standing or Special Committees, shall be received.

7. Each Commissioner shall be called upon, in the order of Districts, to make a record of such business as he purposes to bring before the Board for deliberation or action during the meeting; and the President shall decide, if there be any difference of opinion, which business shall have precedence.

8. All propositions and resolutions shall be made in writing, and if seconded, may be discussed, referred, or otherwise disposed of.

9. No member shall speak more than twice upon any question, unless by permission of the Board. Every member addressing the Chair shall rise from his seat, and no conversation between two members of the Board shall be permitted.

10. No motion shall be in order, raising a new question, until the question before the Board shall have been disposed of—and all motions with reference to the question before the Board shall be received in the following order of precedence, to wit: to lay on the table; for the previous question; to postpone; to commit; to amend.

11. Any motion admitting of division into two or more distinct questions, may be so divided at the request of a member.

12. Any member may call for a division, and the yeas and nays upon any question shall be recorded when called for by three members.

13. A motion to adjourn shall be always in order.

14. A motion to reconsider a vote shall be made only by a member who voted in the majority.

15. In addition to the foregoing rules, the rules generally adopted by deliberative bodies for their government, are declared to be in force for the government of the Board.

SEC. 5. The Boards shall, on the 15th day of October of each year, report to the State Superintendent in such form as he may prescribe, the condition of all the Schools under their care, embodying abstracts from the reports of District Commissioners, suggesting such improvements in the School System as they may deem useful, and giving such other information in regard to public instruction as may be of public interest.

They shall also report the number of private Schools, Academies and Colleges in the county or city, their course of study, number of pupils, boys and girls, and all other information, in such form as the State Superintendent may prescribe, so as to present a full view of their educational facilities. A duplicate copy of this report shall be deposited in