

Public Hearings Procedures

Regular Board Meetings

The agenda for regular Board meetings will include an item entitled “public input”. At this time, the chair, or designee, will call for comments from the audience about matters that are **not** on the agenda, provided they are not complaints about specific staff or students. Such complaints should be handled in executive sessions. The chair may place a time limit on “public input” comments.

During Board discussions of other agenda items, members of the audience are welcome to comment if recognized by the chair. The chair may place a time limit on such comments.

If a person wants to be placed on the agenda to make a more formal presentation, he/she must make a request to the superintendent at least five school days prior to the meeting. The superintendent has the responsibility of organizing the agenda and may or may not honor the request. If the superintendent chooses not to place the person on the agenda, that person is still free to speak to the Board during the “public input” time.

Licensed Staff

Grievances – Hearings before the Board as part of a grievance filed by a licensed staff member will be conducted in accordance with the Grievance Procedure article in the Licensed Bargaining Agreement.

Complaints – Hearings before the Board dealing with complaints about licensed staff will be conducted in accordance with the Complaint Procedure article in the Licensed Bargaining Agreement and District Board policy KL – Complaint Procedure for School Patrons. The hearing will be in executive session unless the staff member has requested an open session.

Probationary teacher dismissal or nonrenewal – A probationary teacher who has been dismissed or whose contract has been nonrenewed shall, upon request, be provided a hearing before the Board. The teacher will be provided a written copy of the reasons for dismissal or contract nonrenewal.

Licensed teacher dismissal or nonextension – Authority to dismiss or nonextend a licensed teacher is vested in the Board, upon the recommendation of superintendent. The Board will act on such recommendations at a hearing conducted under the following procedures.

1. The employee shall receive notice of the time, date and place of the hearing.
2. In the case of recommended dismissal, the notice must be given at least 20 calendar days prior to the time a dismissal recommendation is made to the Board. It must be delivered in person or must be sent by certified mail.

3. The hearing shall be in executive session unless the employee has requested an open session.
4. The employee shall have an opportunity to be present and be represented by anyone of his/her choice.
5. The district may be represented by anyone of its choice.
6. Both parties shall have the opportunity to make opening statements, to call witnesses and to cross-examine the other party's witnesses, to present documentary evidence and to make closing statements.
7. The Board shall provide written statement of the reasons for the final action taken. This statement shall be sent by certified mail, return receipt requested, or in the manner provided by law for the service of a summons in a civil action.
8. The Board may, at its option, designate an individual to preside over and conduct the actual hearing.

Classified Staff

Grievances – Hearings before the Board as part of a grievance filed by a classified employee will be conducted in accordance with the Grievance Procedure article in the Classified Bargaining Agreement.

Complaints – Hearings before the Board dealing with complaints about classified employee will be conducted in accordance with district Board policy KL – Complaint Procedure for School Patrons. The hearing will be in executive session unless the staff member has requested an open session.

Demotions or dismissals – Authority to demote or dismiss a classified employee is vested in the superintendent. The employee has the right to request a procedural review of the demotion or dismissal at a Board hearing and in accordance with ORS 332.544 and the Classified Bargaining Agreement. The hearing will be in executive session unless the employee has requested an open session.

Student Expulsion Hearings

If a student expulsion is appealed to the Board, the hearing will be conducted following the provisions set forth in district Board policy JGE – Expulsion.

Patron Complaints

Patron complaints will be heard by the Board following the provisions of district Board policy KL – Complaint Procedure for School Patrons, and/or district Board policy KLB – Public Complaints About Curriculum or Instructional Materials.