

## **Public Participation in Board Meetings/Public Hearings**

### **Presentation Protocol**

Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda unless otherwise authorized by the Board chair.

Any person invited by the Board chair to speak to the Board at a meeting should state his/her name, residence and the name and/or identity of the organization being represented. A group or organization with a common purpose should designate a spokesperson to speak for the group; the chair can require a spokesperson to be so designated.

Statements by members of the public should be brief and concise. The chair can establish a time limit of any discussion or presentation.

Specific questions asked by the public regarding agenda items may be answered by the chair or referred to other Board members or staff members for a reply. At the discretion of the chair, questions requiring an investigation or further information may be referred to the superintendent for a response at a subsequent time or meeting.

The chair may require anyone wishing to speak before the Board, either as an individual or as a group member, to register with the Board secretary or write his/her name and address on a sign-up sheet prior to the Board meeting so the chair can determine time allowances for agenda items.

### **Agenda Items**

During an open session of a Board meeting, members of the public are invited to present concerns during the portion of the agenda so designated. Further public participation may be allowed on other agenda items at the chair's discretion.

### **Request for an Item on the Agenda**

A patron may request the superintendent to place an item of concern on the agenda of a regular Board meeting. This request must be made in writing and presented to the superintendent for consideration at least five working days prior to the scheduled meeting.

### **Items Not on the Agenda**

At the chair's discretion, patrons may have a limited opportunity (for example, 2 to 3 minutes) to speak to an item not on the agenda. No action is normally taken.

## **Criticisms of Staff Members**

Speakers may offer objective criticism of school operations and programs, but the Board will not hear personal complaints against school personnel or others connected with the school system. The chair will direct the speaker to the superintendent to determine the nature and appropriate resolution of legitimate complaints against school personnel or others connected with the school system.