Policy Title: **Public Participation in Board Meeting** Policy Code No. 213

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board will set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. Following the roll call of members, the Board proceeds to the items on the agenda. To provide the opportunity for visitors to address the Board, one of the first items on the agenda is Open Forum. A visitor may also address a specific agenda item during the Board discussion of that item. Citizens wishing to address the board on a certain agenda item must notify the superintendent prior to the board meeting. Citizens wishing to present petitions to the board may do so at this time. However, the board will only receive the petitions and not act upon them or their contents. The board has the discretion to limit the amount of time set aside for public participation.

A visitor, who has been granted permission to speak, may make a brief statement to express a viewpoint or ask a question regarding matters related to the school system. It should be pointed out that there is no legal requirement that the public be given this opportunity to speak at Board meetings. It is the policy of the present Board to make this time available to residents of the district, but if the pressure of business or other circumstances dictate, the Board President may decide to curtail discussion.

If the pressure of business or other circumstances dictate, the board president may decide to eliminate this practice. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the board meeting will not be interfered with or disrupted. Only those speakers recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints. An additional note: The Board’s function is to make decisions; time spent answering routine questions or criticism takes time away from more important Board business. If a resident has a question about the operation of the schools, the resident is encouraged to contact the teacher or administrator closest to the situation. Experience has shown that this is the best procedure. The questioner gets responses directly; the Board is freed to consider more substantive matters.

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| Legal Ref.: | Iowa Code §§ 21; 22; 279.8 (2013). |
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| Cross Ref.: | 205 Board Member Liability210.8 Board Meeting Agenda1. Public Hearings
2. Communication Channels

401.4 Employee Complaints1. Public Complaints About Employees

502.4 Student Complaints and Grievances |