

	<b>ABERDEEN SCHOOL DISTRICT</b>	<b>NEPN Code: BEDH</b>
	<b>POLICIES AND REGULATIONS</b>	

## **PUBLIC PARTICIPATION AT BOARD MEETINGS**

Regular, special, and emergency meetings of the School Board are open to the public. Executive sessions are not open to the public. The School Board, as an elected representative body of the school district, wishes to provide an opportunity for citizens to express interests and concerns related to the school district. The public is encouraged to attend School Board meetings.

Board meetings are conducted for the purpose of carrying on the official business of the school district. The meetings are not public forum meetings, but are meetings held in the public. The School Board meeting, unless otherwise noted, is a legislative session. The purpose of such sessions is to discuss, deliberate and, when appropriate, take actions on issues presented to the School Board by the Superintendent or other School Board members. A School Board meeting for legislative purposes is not an open hearing on a topic or issue. A meeting established for the purpose of an open hearing on a topic or issue is a meeting in which action is not taken. Action may be taken only at a legislative session. The School Board may go into an open hearing during a legislative session at the discretion of the president.

The intent of this policy is to:

- allow a fair and adequate opportunity to be heard
- allow the superintendent to take action when policies have been established by the School Board on the subject of the request
- provide adequate time for the School Board to obtain necessary information concerning the subject
- ensure that time is devoted to the discussion and does not interfere with the fulfillment of the scheduled agenda.

### **Legislative Meetings**

At a legislative meeting of the School Board there are two opportunities to address the School Board. The first opportunity is at the agenda item entitled Persons Wishing to Address the School Board and the second opportunity is prior to the School Board discussion of an action or a first reading of a policy change item listed on the School Board agenda.

### **Persons Wishing to Address the School Board**

- This agenda item is to be used by the public to address a school-related subject that is not listed on the specified School Board agenda.
- The person is limited to five (5) minutes regardless of the number of subjects the person wishes to cover.
- A person wishing to address the School Board on a school-related issue which is not on the agenda must sign up prior to the start of the meeting with the Director of Finance or his/her designee of the School Board and give his/her name, address, and topic about which the person wishes to speak.
- The person may not give oral complaints regarding school personnel or personnel actions, or complaints identifying individual students. Such complaints are to be addressed to the Superintendent in private or in writing to the Superintendent and School Board members.

- The person may not offer personal attacks against any individual.
- The Board President at his/her discretion, may request the administration or another School Board member to respond to a person addressing the School Board immediately following the input or may direct the administration to respond in writing.

### **Public Input on Agenda Items**

- Persons wishing to address the School Board on an agenda item must sign up with the clerk of the School Board prior to the beginning of the meeting. Each person wishing to speak must give her/his name, address, identify the agenda item and whether he or she will be speaking for or against the item. The President may waive the requirement that a speaker must sign up to address an agenda item prior to the beginning of the meeting. However, if the waiver is granted, the speaker must sign up with the Director of Finance or his/her designee prior to leaving the meeting.
- Persons wishing to address the School Board regarding an item on the agenda will have an opportunity to do so either prior to or following the School Board addressing the agenda item per discretion of the Board President.
- Individuals may address the School Board for a maximum of five minutes on an individual agenda item.
- A maximum of fifteen (15) minutes of testimony will be permitted per agenda item. If more speakers sign up to speak to an issue than time is available, the President may request that each side of the issue select a spokesperson to address each side of the issue.
- The person addressing the School Board on an agenda item may not engage in a debate with the School Board about the items. Each person is to state her/his position in a clear, concise manner. The person may ask for clarification on an item. As appropriate, the School Board president may authorize a School Board member or the administration to clarify the issue.
- School Board members may ask questions of the person regarding the testimony offered.

### **Public Hearings**

- Public hearings are required by State law and Board policy prior to certain actions (e.g. approval of the budget).
- Individual testimony shall be limited to three (3) minutes. At the discretion of the President, this limit can be extended.
- The public may address the Board without signing up prior to speaking.
- Anyone addressing the Board must give his/her name and address.
- The person addressing the Board may not engage in a debate with the Board or administration about the item. Each person is to state his/her position in a clear, concise manner. The person may ask for clarification on an item. As appropriate, the President may authorize a Board member or the administration to clarify the issue.

## **General Decorum**

- Anyone addressing the Board must give his/her name and address.
- The speaker may not give oral complaints regarding District personnel or personnel actions. Complaints regarding District personnel are to be addressed to the Superintendent in private or in writing to the Superintendent and Board members in accordance with Policy KLD.
- The speaker may not offer personal attacks against any individual.
- The speaker may not give oral complaints identifying individual students. Complaints regarding individual students are to be addressed to the Superintendent in private or in writing to the Superintendent and Board members.
- The Board President, at his/her discretion, may request the administration or another Board member to respond to a person addressing the Board immediately following the input or may direct the administration to respond in writing.
- If a person does not follow the guidelines for speakers, she/he may be denied the privilege of speaking before the School Board. The length of the suspension may be at the discretion of the Board president, but may not exceed one year.
- If one has lost speaking privileges before the School Board, the person may always communicate with the School Board in writing.

**REVISED:** January 22, 2001

**REVISED:** June 8, 2009

**REVISED:** May 12, 2014

**REVIEWED:** October 9, 2018