

BOARD OF EDUCATION MEETINGS PUBLIC PARTICIPATION (REGULATION)

In accordance with the policy of the board of education, the following regulation shall govern visitors attending board meetings.

1. Any individual wishing to address the board of education shall communicate such wish to the superintendent by letter. The letter must state the nature of the matter to be discussed, the full name of the person making the request, and what is expected from the board. The letter must be received by the superintendent at least three business days prior to the next regularly scheduled meeting in order to be placed on the agenda. (The agenda must be posted twenty-four business hours prior to the meeting.) The superintendent must inform the board president of any individual or organization denied the opportunity to address the board of education.
2. The board clerk shall ask all visitors to list their names in the visitor's register.
3. Board members and administrative staff will not respond to questions from the public at the board meeting. Proper questions from members of the public may be referred to the superintendent for later report to the board. The board will not, in most instances, be able to vote on matters brought forward by the public during public participation time if such matters are not specific agenda items. Such items may be placed on the agenda for the next meeting.
4. The president of the board shall recognize speakers, maintain proper order, and adhere to time limits, if any established by the board. Specifically, the president may require all proponents of one side of an issue to elect one spokesperson. Repetitive comments by consecutive individuals will not be allowed.
5. Members of the public shall not be recognized while the board is conducting its official business.
6. The president of the board of education shall read the following policy prior to opening the floor to public participation:

“The Cashion Board of Education welcomes comments from the public. Patrons may write or call any of the five board members; our addresses and telephone numbers are available from the administrative office.

The board also allows the public to make verbal comments during a specific section of the regular monthly board meeting. We invite your comments at this time. However, the Board of Education is unable to discuss or respond to any item not on the agenda. Please observe the following guidelines:

- a. Stand and identify yourself when called by the board clerk
- b. Three minutes is allotted per speaker
- c. Total time allotted for public participation is thirty (30) minutes
- d. Comments will be limited to policy or school issues. Under no circumstances will discussion of personnel or specific students be allowed
- e. The President of the Board of Education reserves the right to interrupt this section and move to the next item.”