

Public Participation at Board Meetings

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing district community members to express themselves on school matters of community interest.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

Any person or group wishing to address the Board regarding an item on the agenda shall register their intent via written notice. They must notify the Superintendent or Board of Education Secretary in writing two (2) business days before the scheduled Board meeting. This must include the following -

- A. Name and address of the participant; request must come from a Liberty Local Schools district resident.
- B. group affiliation, if and when appropriate;
- C. topic to be addressed at the beginning of the meeting.

Such requests shall be subject to the approval of the Superintendent and the Board President.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation by district community members registered appropriately shall be permitted as indicated on the order of business.

- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended (or decreased) by the presiding officer. The presiding officer reserves the right to limit a group of similar requests to a set time.
- D. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- E. The presiding officer may:
 - 1. Prohibit public comments that are frivolous, repetitive, and/or harassing;
 - 2. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, off-topic, antagonistic, obscene, or irrelevant;
 - 3. request any individual to leave the meeting when that person does not observe reasonable decorum;
 - 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action

The following procedure shall be followed by any individual or group when requesting placement on the agenda for the purpose of appearing and addressing members of the Board at any scheduled meeting on matters not pertaining to the meeting agenda:

- A. Notify the Superintendent or Board of Education Secretary in writing seven (7) business days before the scheduled Board meeting.

- B. State who the spokesperson will be, if an individual, or a spokesperson for a group.
- C. State the reason(s) for requesting appearance before the Board.
- D. A time limit of five (5) minutes will be imposed on each individual for his/her presentation, unless extended by the presiding officer.
- E. Anyone addressing the Board will be held to the rules that govern public participation.