<u>Administrative Procedure - Public Participation at School Board Meetings and Petitions to the Board</u>

- 1. Public participation will be provided at the beginning of each Board Meeting Agenda. The time set aside for this purpose shall not exceed ten (10) minutes.
- 2. Presentations may be limited to two minutes per speaker.
- 3. Complaints relative to personnel, legal matters, or negotiations will be discussed in executive session.
- 4. When groups are present, they shall limit the number of speakers to no more than two.
- 5. The Board may ask questions for clarification, but it is not obligated to enter into a debate of the subjects being presented.
- 6. If an individual so desires to speak on a particular subject at the time the matter is before the Board, he/she may so request on the citizen participation form filed prior to the opening of the meeting with the Secretary to the Board of Education.
- 7. The Board may alter rules by a majority vote of the members present.
- 8. Anyone desiring to address the Board must deliver the Citizen Participation form to the Superintendent of Schools no later than the Thursday preceding the next scheduled Board meeting.

Adopted: 6/8/04