

Marion County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 04/13/26
		Rescinds: 1.404	Issued: 04/08/24

1 APPEALS TO THE BOARD

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the
3 parties shall attempt to settle all matters at the lowest level of responsibility, and the Board shall not hear
4 complaints or concerns which have not advanced through the proper administrative procedure. If all
5 steps of the administrative procedure have been pursued and there is still a desire to appeal to the Board,
6 the matter shall be referred in writing to the office of the Director of Schools, and the Board shall
7 determine whether to hear the appeal.

8 APPEARING BEFORE THE BOARD

9 Individuals speaking to the Board shall address remarks to the Chair and may direct questions to
10 individual board members or staff members only upon approval of the Chair. Each person speaking shall
11 state his/her name and subject of presentation. The Chair shall have the authority to terminate the remarks
12 of any individual who violates state law or does not adhere to board rules.¹

13 *Public Comment Period*²

14 There shall be a public comment period for each meeting with actionable items on the agenda, with the
15 exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda and
16 matters that are germane to the school board's jurisdiction. The total public comment period shall be for
17 no more than **a total of Fifteen (15) Minutes**. If an individual wishes to address the Board, he/she shall
18 sign up on the form provided before the beginning of the board meeting to request time to speak. Each
19 speaker shall be given no more than **Three (3) Minutes per speaker of time to speak**. Delegations shall
20 select only one (1) individual to speak on their behalf unless otherwise determined by the Board.

21 *Adding an Item to the Agenda*

22 Individuals desiring to appear before the Board as an agenda item shall submit a written request with
23 descriptive materials to the office of the Director of Schools at minimum **Two (2) Weeks** before the
24 meeting. If the request is approved by the executive committee, the item will be placed on the agenda.
25 Individuals placed on the agenda will be recognized at the beginning of the meeting and given **Five (5)**
26 **Minutes of time** to speak when their item is addressed on the agenda. All requests submitted will be
27 included in the board packet.

Legal References

1. TCA 39-17-306
2. TCA 8-44-112

Cross References

School Board Meetings 1.400
Public Hearings 1.401
Agendas 1.403
Discrimination/Harassment of Employees 5.500
Complaints and Grievances 5.501
Student Discrimination, Harassment, Bullying, Cyber-
bullying, and Intimidation 6.304
Student Concerns 6.305