

PUBLIC PARTICIPATION INFORMATION REQUEST

To provide for full and open communication between the public and the Board of Education, the Board authorizes several avenues for the exchange of information, ideas and opinions. To this end, the Board of Education has set time aside in each regular board meeting for public comment. Any member of the public who wishes to have an item placed on the agenda will present the request in writing to the superintendent or designee. The request must be submitted pursuant to Board policy and received five (5) business days prior to the scheduled meeting. The item will then be appropriately placed on the agenda. The Board reserves the right to impose reasonable restrictions on the number of items to be considered, the number of spokespersons and the speaking time of spokespersons appearing before the Board. If the meeting agenda is full, the Board reserves the right to reschedule an item for the next regular meeting. The Board may refuse to address an issue that has not gone through the appropriate grievance procedure. The Board reserves the right to waive formalities in emergency situations, within the limitations of the law.

Name of Speaker: _____

Specific topic(s) of discussion and explanation of problem or concern:

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slightly textured appearance and some minor discoloration or foxing, particularly towards the edges. The left edge of the paper is slightly irregular, suggesting it might be part of a bound notebook.

The Board of Education reserves the right to regulate and limit public participation within the provisions of Board policies, state laws and other regulations. Comments will normally be limited to 3 to 5 minutes per topic unless waived by the Board President. Unless unusual circumstances dictate otherwise, the Board will not make a decision on an issue(s) presented by an individual or group during that particular meeting. The Board of Education reserves the right to waive formalities in emergency situations, within the limitations of state statutes.

OTTERVILLE R-VI SCHOOL DISTRICT

PUBLIC COMMENT GUIDELINES

The Board of Directors reserves a ***total of 15 minutes*** for public comments at regularly scheduled meetings as a method for residents and other interested persons to address the Board on school-related issues. The first five persons who sign up may address the Board. Other persons are encouraged to submit their comments to the Board in writing, or submit a written request to be formally placed on the agenda at the next meeting to the Superintendent ***five days prior to the next meeting***.

If you are addressing the Board, please follow these guidelines:

1. Please limit your comment to no more than 3 minutes. The Board President will tell you when your time is up. If you have more information you would like to share with the Board, please submit it in writing to the Superintendent and it will be distributed to the Board. You may also request to be placed on the agenda at the next meeting.
2. You should not expect an immediate response from the Board. Unless you are addressing an item that is on the posted agenda, the Board may not legally be able to discuss the issue. Further, because the Board may not be aware of the issue, the Board may not have complete information to make a decision. Usually the Board President will direct the administration to contact the speaker and respond to your inquiries or comments at a later date.
3. The Board has adopted grievance procedures to address the resolution of any complaints at the lowest possible level. These procedures will allow for a more prompt and appropriate resolution of complaints or grievances by the person's the Board has hired to administer the school. If you have not followed the district's grievance procedures, the Board will refer you back to the administration. Please contact the Superintendent for a copy of these procedures.
4. If your comment concerns individual students or staff members, the Board urges you to submit your comments in writing. Because the Board is bound by numerous state and federal confidentiality laws the Board will only respond to issues involving individual students or staff members in closed session. To be placed on the district's closed session agenda, please submit a written request to the Superintendent five days prior to the next meeting.
5. The Board would like to remind all speakers they are liable for any defamatory comments made during the public comment portion of the meeting. Please keep your comments courteous, respectful and appropriate so the Board may use the information you provide to make quality, informed decisions that are in the best interests of the district.