

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: 06/04/26
		Rescinds: 1.404	Issued: 04/13/26

APPEALS TO THE BOARD

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

APPEARING BEFORE THE BOARD

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

Public Comment Period²

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

Adding an Item to the Agenda

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