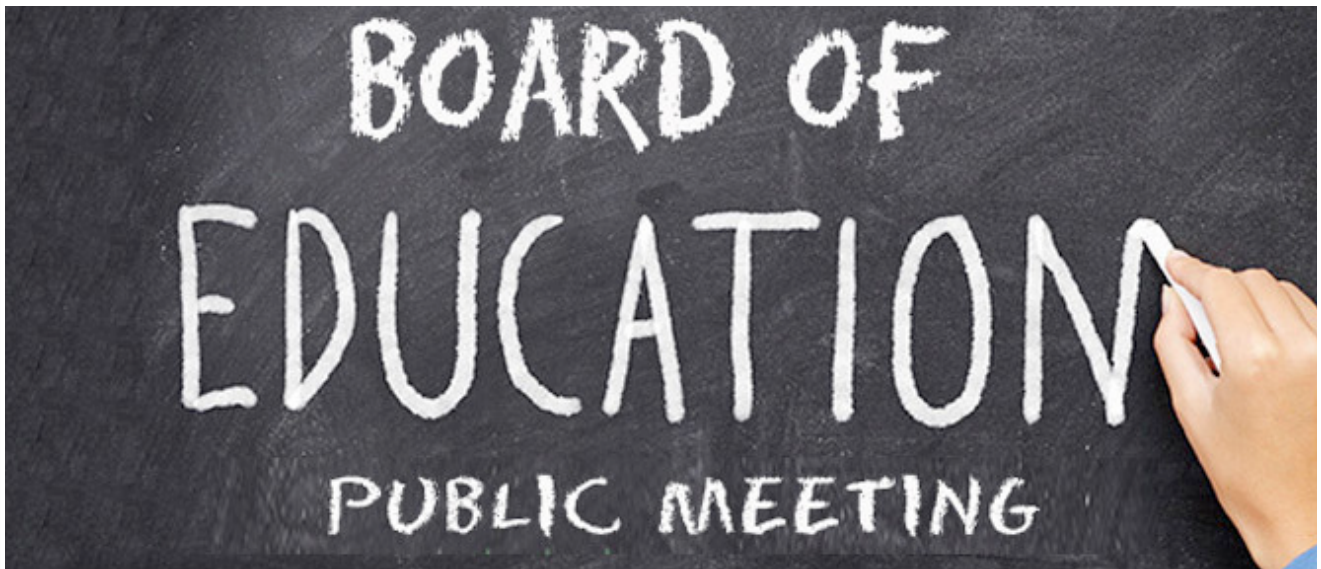


# **H**ARLAN INDEPENDENT SCHOOL DISTRICT

## **BOARD OF EDUCATION**

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### **GUIDELINES FOR PUBLIC INPUT @ BOARD MEETINGS**

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Per Board Policy 01.142, the public and news media are permitted to attend all open meetings of the Board of Education. Public input is critical to the success of schools that are representative of the community in which they serve. The Harlan Independent Schools values the input of the citizens and families and encourages healthy, appropriate dialogue with those from the public. When appropriate, the Board of Education will engage in discussion with members of the public for matters in which the Board of Education may have authority. However, in cases that the Board of Education does not have authority no discussion may take place. Under these circumstances, direction will be provided to ensure that the appropriate person is notified so that issues are addressed as quickly as possible.

Public participation at School Board Meetings is permissible, however there are guidelines that must be followed. This document is intended to provide guidance on how to address the Board of Education.

Individuals or groups shall submit a written request to the Superintendent at least five (5) days prior to the next meeting in order to be placed on the agenda.

If time prohibits advance notice, opportunity to address the Board may be given at the "recognition of visitors" item on the agenda or at the time of particular reference to a specific topic.

Persons wishing to address the Board must first be recognized by the chairperson.

The chairperson shall require the name and address of the speaker. The chairperson may rule on the relevance of the topic to the Board's agenda. The chairperson may also establish time limits for speakers as may be required to maintain order and to ensure the expedient conduct of the Board's business.

The Board shall not take official action regarding non-agenda issues in the meeting at which the issues are first introduced.

## **Public Participation in Open Meetings**

### **Public Attendance**

The public and the news media are permitted to attend all open meetings of the Board. No person may be required to identify himself in order to attend any such meeting.<sup>1</sup>

In the event that representatives of the news media are unable to attend a meeting, they shall be provided, upon written request to the secretary of the Board, a summary of important actions taken.

### **Exception**

The chairperson may impose conditions upon attendance at a given meeting only if such conditions are required for the maintenance of order.<sup>1</sup>

### **Public Participation**

Individuals or groups shall submit a written request to the Superintendent at least five (5) days prior to the next meeting in order to be placed on the agenda.

If time prohibits advance notice, opportunity to address the Board may be given at the "recognition of visitors" item on the agenda or at the time of particular reference to a specific topic.

Persons wishing to address the Board must first be recognized by the chairperson.

### **Speakers**

The chairperson shall require the name and address of the speaker. The chairperson may rule on the relevance of the topic to the Board's agenda. The chairperson may also establish time limits for speakers as may be required to maintain order and to ensure the expedient conduct of the Board's business.

### **Non-agenda Issues**

The Board shall not take official action regarding non-agenda issues in the meeting at which the issues are first introduced.

### **Reference:**

<sup>1</sup>[KRS 61.840](#)

### **Related Policies:**

01.45

10.2

Adopted/Amended: 06/18/1991

Order #: 9147