

West Bonner County School District

COMMUNITY RELATIONS

4105

Public Participation in Board Meeting

The Board of Trustees encourages all citizens of the District to express their ideas and concerns. The Board may offer the ability to attend their meeting remotely, including the ability to submit patron input electronically ahead of time. Public comment can be submitted by mail or email to the Board Clerk no later than 4 PM PST the day of the board meeting. Such electronically provided input shall be provided to the trustees. The comments of the community will be given careful consideration. In the evaluation of such comments, first priority will be District students and their educational program.

NOTICE

Due to their sensitive nature, comments or complaints about personnel or individual students will only be heard in executive session. Additionally, other topics you wish to address may only be appropriate for executive session. In such instances, the Board will determine if your comments are appropriate for open or executive session and will notify you accordingly.

Any complaint about the District, including instruction, discipline, District personnel policy, procedure or curriculum, should be referred through proper administrative channels before it is presented to the board for consideration and action. All complaints should be resolved through proper channels in the following order:

1. Teacher or Staff
2. Principal or Supervisor
3. Director or Administrator
4. Superintendent
5. Board of Trustees

Please also see District Policy No. 4110 regarding public complaints.

Members of the public will not be recognized by the Chair as the Board conducts its official business except when the Board schedules public discussion period on a particular item. The Board will listen to the public but, at the same time, expects the public to listen and speak only when properly recognized.

At each Regular and Special meeting of the Board the agenda will provide time for public comment before the Board. Persons wishing to address the Board will be required to submit a "REQUEST TO ADDRESS THE BOARD" form. Forms are available from the Board Secretary and will be available at each meeting. Public comment from the public on matters scheduled on the agenda, will be taken before action items. Public comment from the public on matters not currently on the agenda, will be taken before the close of the meeting. Should a large number of

the public wish to speak on the same issue or topic, members of the public are encouraged to select a representative(s) to summarize their position.

Total time allotted for public comment will not exceed one (1) hour. Public participation will be limited to the time allotted on the agenda. Each speaker will be limited to two (2) minutes.

Written materials for Board Members must be submitted to the Board Clerk. The written material must include the name, address and telephone number of the person submitting it. A copy of the materials that meet these requirements will be forwarded to Board Members if received by noon the Friday preceding the Board Meeting or noon of Thursday during summer. Materials should not be sent directly to Board Members. Materials may be presented or mailed to the Board Secretary at 134 Main Street, Priest River, Idaho 83856 or emailed to the Board Clerk.

If a topic is being considered by a committee established for that purpose, the Chairman may refer the public comment to that committee.

Because of the diversity of issues, members of the Board will not respond to public comment. Instead, issues may be recorded and referred to the proper staff person for follow-up or placed on a future board meeting agenda. The Chairman may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene, repetitive, or irrelevant. The Board of Trustees as a whole shall have the final decision in determining the appropriateness of all such rulings.

If a special meeting has been held to obtain public comment on a specific issue, the Chairman of the Board may not recognize speakers wishing to comment on the same topic at a regular meeting of the Board.

Cross Reference: 4110 Public Complaints
 4120 Uniform Grievance Procedure
 4320 Disruption of School Operations

Legal Reference: I.C. § 33-512 (11) Governance of Schools
 I.C. § 74-206 Executive Sessions – When Authorized

Policy History

Promulgated on: March 12, 2008
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