

**WINNER SCHOOL DISTRICT 59-2**  
**OFFICIAL SCHOOL BOARD POLICY**



**PUBLIC PARTICIPATION AT BOARD MEETINGS**

School Board meetings are open to the public, which means that the public is invited to observe their elected Board members as they conduct the business of the District. The Board invites and welcomes members of the public to attend Board meetings in order that the public might become better acquainted with the operation and programs of the District. During the meetings, the Board also invites and welcomes public comments and suggestions. In order to allow for the orderly conduct of Board meetings without unnecessary interruptions, while also allowing for the opportunity for members of the public to be heard, the Board adopts the following as the official procedure for public participation at meetings of the School Board:

Public Comments on Non-Agenda Items:

1. The portion of the Board Meeting called “Receive public input” is available for any person wishing to address the Board about a school district related subject that is not listed on the Board agenda of the meeting.
2. A person wishing to be heard by the Board shall first be recognized by the Chairperson. The speaker shall then be identified and proceed with comments as briefly as the subject permits.
3. The Chairman is responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion, appropriateness of the subject being presented and the suitability of the time for such a presentation.
4. No comments regarding personnel will be allowed in open session of the school board meeting.

Public Comments on Agenda Items:

1. Any person wishing to speak regarding an agenda item may stand up or raise their hand during the discussion of that agenda item. The chair will recognize that person by calling them by name or pointing to them. That person is then allowed to speak regarding the agenda item under discussion. That person is expected to keep his or her comments brief and respectful.
2. The Chair will have the authority to limit the time allowed for any person to speak. Argument will not be permitted between various speakers and/or between the speaker and the Board. No comments regarding personnel will be allowed in open session of the school board meeting.
3. The Board Chair or any other member of the Board may ask for comment from any person present at the meeting, whether or not that person has asked to speak.

Public Requests for Specific Board Action:

1. Any person or delegation (with one person being the spokesperson for the delegation) may make a specific request to the Board, which would require Board action, by presenting their request, in writing, to the Superintendent or Business Manager at least three (3) business days before the Board meeting.
2. The requested item may be placed on the agenda at the discretion of the Board chairperson and Superintendent and if placed on the agenda, a copy of the request shall be disseminated to the members of the Board with any other relevant information compiled by the Superintendent or Business Manager.

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3. Requests made less than three (3) business days before the meeting, or made at or during a meeting, will be tabled until the next Board meeting unless a majority of the Board determines that the circumstances warrant immediate action. Upon a motion, second and majority affirmative vote, the item may be added to the agenda under "New Business".
4. A person or spokesperson for a delegation who has submitted a timely request for Board action as set forth above, shall be granted a reasonable time, as determined by the Chair, to address the Board when that agenda item is discussed and acted upon by the Board.

At all times, the Chair of the Meeting shall have the authority to grant additional time to any person who is otherwise authorized to address the Board at its meeting, or to limit the time for such comment. The decision of the Chair in the amount of time, the order of comment, or other issues, shall be final unless a majority of the Board over-rule the Chair.