

Descriptor Term: PUBLIC PARTICIPATION IN MEETINGS	Descriptor: BEDH	Issued: 11/09/2010
	Rescinds: BEDH	Issued: 03/03/1998

BOARD POLICY

It is the policy of the Board to conduct all business in compliance with Mississippi's Open Meetings Act. Further, it is the intent of the Board to facilitate communication with citizens of the District and others by establishing orderly procedures for receiving public comment.

The Board authorizes the superintendent to promulgate regulations and procedures in furtherance of this policy.

ADMINISTRATIVE PROCEDURE

Public comment, presentations and proposals shall be allowed at Board meetings in accordance with the following procedures:

1. Request for Agenda Item

- 1.1. Citizens desiring to have an item placed on the agenda for a specific Board meeting should direct such requests to the superintendent or the president of the Board at least two weeks prior to the scheduled meeting.
- 1.2. The request should state the name of the individual or group submitting the request, the address, the purpose of the request, and the topic to be addressed.
- 1.3. The requesting individual or group will be advised of the specific meeting in which the item will be included as a part of the agenda.

2. Public Comment

- 2.1. The Board may receive public comment upon certain action items after a motion is made but prior to taking a vote.
- 2.2. The Board may receive public comment on information and discussion items after the item has been presented and the Board has had opportunity for comment and discussion.
- 2.3. The Board may determine not to receive public comment on agenda items in the following circumstances:
 - 2.3.1. Public comment was received on the item during one or more previous school board meetings or public hearings and additional opportunity for comment is not considered necessary.
 - 2.3.2. A decision not to receive public comment on an agenda item(s) was announced prior to the meeting due to the volume and/or nature of the business on the agenda.
- 2.4. Study sessions are open to the public but time shall not be provided for public comment.
- 2.5. The Board will not take public comment on personnel issues during Board meetings. An individual with complaints regarding school personnel will be directed to the administration in accordance with policy.

3. Requirements and Limitations for Addressing the Board

- 3.1. Citizens shall indicate that they wish to address the Board on a sign-up sheet provided at the District central offices. Citizens must list their names, the agenda item or topic they wish to address, and note whether they are representing themselves or a group.

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- 3.2. Citizens shall sign up to speak no later than 24 hours before the meeting begins.
- 3.3. To avoid duplication of presentation, if several individuals are concerned with the same issue and share the same opinion, they are required to select a spokesperson to represent the group.
- 3.4. Speakers will be introduced by the president of the Board at the appropriate time during the agenda and invited to comment on the agenda topic.
- 3.5. Individuals shall be allotted a maximum of three (3) minutes to address the Board. Group representatives shall be allotted a maximum of six (6) minutes. The Board may grant additional time through discussion or question-answer periods.
- 3.6. Citizens presenting highly detailed or complex information are asked to provide a written outline of their comments for the Board.
- 3.7. Citizens may not address the Board on the same issue more than once in a three-month period.

4. Executive Session

Should the Board enter into executive session, such session shall not be open to the public or the news media. The Board may hold an executive session for one or more of the following reasons:

- 4.1. Personnel issues relating to the job performance, character, professional competence, or physical or mental health of a District employee.
- 4.2. Strategy sessions, negotiations and discussion relative to litigation issues;
- 4.3. Report and/or deployment of security personnel, plans, devices, or systems;
- 4.4. Investigation of alleged criminal misconduct;
- 4.5. Emergencies which would pose immediate or irrevocable harm or damage to persons and/or property within the District;
- 4.6. Discussion of the purchase, exchange, sale or lease of real property;
- 4.7. Discussions between the Board and individual students or their parents or teachers regarding problems of such students or their parents or teachers;
- 4.8. Employment or job performance or termination of an employee. The exemption provided by this paragraph includes the right to enter into executive session concerning a budget line item that might affect the termination of an employee or employees. All other budget items shall be considered in open meetings.

5. Should the Board conduct any meeting through teleconference or video means, persons attending the meeting will be afforded the same opportunity to address the Board as those attending the primary or central location of the meeting.

EXHIBITS

BEDH 1.1010 TPSD Information on Addressing the Board of Trustees

REFERENCES

MCA §§ 25-41-5, 25-41-7; 25-41-9; 25-11-121

FORMS

None

TUPELO BOARD OF TRUSTEES