



Book	Policies and Regulations
Section	0000 Organization Philosophy & Goals
Title	Meetings: Participation by Public
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ORGANIZATION, PHILOSOPHY AND GOALS

Policy 0412

Meetings

Meetings - Participation by Public

The Board encourages citizens of the District to attend the meetings. All official meetings of the Board shall be open to the public and press. However, the Board reserves the right to meet in executive session to discuss such matters as are properly considered in executive session as provided by Missouri statute. (See Policy 0430 – Executive Sessions.)

The following procedures govern public participation at Board meetings in order to assure that the meetings are conducted properly and efficiently while also assuring that persons who wish to appear before the Board be heard.

Agenda Request

A person desiring to be included on the agenda for the purpose of addressing the Board may make his/her request to the Superintendent or the Board President. The request shall be submitted in writing five (5) days before the Board meeting and shall state the issue(s) to be discussed. The final decision to place the request as an agenda item shall be up to the Superintendent and/or the President of the Board of Education. The Board reserves the right to waive formalities in emergency situations within the limitations of statutes and Board policy.

Public Forum

Residents of the District at each regular meeting have an opportunity to provide their points of view relating to the operation of the District during a thirty (30) minute time period referred to as a "Public Forum." Guidelines for the Public Forum are as follows:

1. Each resident of the District requesting time to speak during the Public Forum will register his/her name, address and state the issue to be discussed with the recording secretary prior to the meeting being called to order. Regularly scheduled Board of Education meetings will be called to order at 6:30 p.m. unless otherwise noted on the meeting agenda. The sign-up sheet for Public Forum will be available up to one (1) hour before the meeting and will be located at the site of the meeting.
2. The Board President will call the speakers to the floor. Each speaker shall give his/her name and address upon recognition by the President.
3. A maximum of ten (10) speakers will be allowed up to three (3) minutes for their presentations, unless extended by the Board President. If more time is required for presentation, the citizens should consider District policy for placement on the regular meeting's agenda.
4. Due to the possible number of speakers during the Public Forum, the Board President may limit or extend the speaking time.
5. If a number of speakers wish to speak on the same topic, the group may select a spokesperson to present that information.
6. A speaker may address the Board only once during the Public Forum.

7. Speakers may offer such objective concerns of the school operations as they deem appropriate. The Board will not hear personal complaints of school personnel nor against any person connected with the District in public session. Matters involving personnel shall be discussed by the Board in executive session.

8. An employee of the Wentzville School District may address the Board by following the public forum guidelines regardless of whether the employee is a resident of the district.