# POWERS AND DUTIES OF THE BOARD OF EDUCATION CO01.421 AP.1

Public Participation Guidelines

The following guidelines shall be used when addressing the Board:

1. The speaker must be recognized by the Chairperson.
2. Each presentation shall be limited to no more than five (5) minutes unless additional time is granted by the Board chair. The Board reserves the right to limit each presentation.

Except as permitted by Kentucky state law, school board members are prohibited from discussing individual personnel actions. Discussions of this nature should occur with the Superintendent during normal office hours (See Board Policies 03.16, 03.26, and 10.2).

Personal Comments

Individual grievances or complaints are to be processed through the District’s grievance procedures, which afford the individuals to whom comments or complaints are directed, the opportunity for response and due process.

NOTE: The authority of the Board Chair to preside shall include the option to terminate the presentation of any individual who chooses:

* To engage in repetitive, abusive, and/or harassing remarks; or
* To exhibit behavior or make statements that disrupt the orderly conduct of the meeting.

Comments About Items on the Agenda

This is not intended to be a time for debate; however, the Board will take the public’s input into consideration when making their final decision. Each speaker will be allowed a maximum of five (5) minutes. The Board Chair has the authority to extend the time.

\*The Board does not allow comments on certain matters dealing with individual personnel issues. Kentucky law states specifically that personnel matters are the responsibility of the Superintendent. On all personnel matters, you should contact the Superintendent of schools. (See Board Policies 03.16, 03.26, and 10.2) In addition, presentations may be limited in order to protect against divulgence of personally identifiable student information as protected by state and federal law.

# POWERS AND DUTIES OF THE BOARD OF EDUCATION CO01.421 AP.1

# (Continued)

Public Participation Guidelines

**Remarks by Citizens – Public Comments Form**

The Russellville Independent Board of Education has provided time in its agenda for individuals to make comments. If you wish to make comments to the Board, you will be allowed up to a maximum of five (5) minutes to do so.

The Board does not allow comments on certain matters dealing with individual personnel issues. Kentucky law states specifically that personnel matters are the responsibility of the Superintendent. On all personnel matters, you should contact the Superintendent of schools. (See Board Policies 03.16/03.26/10.2). In addition, presentations may be limited in order to protect against divulgence of personally identifiable student information as protected by state and federal law.

No questions, comments, or decisions/action related to public comments will be made by Board members at this meeting, unless the specific topic is on the agenda; however, the Board will listen to the comments and/or suggestions which may lead to a discussion of same at a future meeting. If you wish the Board to discuss and/or take action on a particular issue, you must follow the procedures outlined in Russellville Independent Board of Education Policy 01.45 to place an item on the agenda. The Superintendent/designee will be able to assist in this request.

**I would like to comment on the following:**

This topic is on the agenda: 🞏 Yes 🞏 No

If yes, provide agenda item # and title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of your comments:

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**Please indicated your name and address below (Please Print)**:

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**Please present this request to the Board Secretary so that the Board Chairperson may call upon you at the designated time.**