

School Board Meeting Agenda & Public Participation

School Board Meeting Agenda

It is the policy of the Board of Education that prior to regular Board of Education meetings, an agenda will be circulated to Board members, media, administrative staff, Association officers and others. It will contain the action, discussion and information items scheduled for the meeting. The development of an agenda, however, does not preclude additional items being added at the time of the meeting. Copies of the agenda will be available at each regular Board meeting.

The Superintendent of Schools will develop the Board of Education's agendas in cooperation with the Board president. Board members may place items on an agenda by notifying the Superintendent of Schools or Board of Education president. Appropriate back-up material will be developed by the administration.

Occasionally non-Board members may wish to bring a topic to the Board of Education for discussion or action. It is the policy of the Board of Education that this be a planned agenda item in accordance with the following procedure:

- A. The item under consideration may be placed on the agenda by a written request to the Superintendent of Schools at least two (2) weeks prior to the meeting. This will permit the Superintendent of Schools to judge the appropriateness of the topic and to provide for sufficient time for its presentation. Should the topic be judged inappropriate, the Superintendent will communicate the reason to both the entire Board of Education and the submitter.
- B. Occasionally, an issue of a pressing nature may be brought before the Board of Education. In such a situation the customary two-week notice and back-up material may be waived.
- C. Written back-up material may be requested by the Superintendent of Schools for inclusion with the agenda for Board members to fully acquaint them with the issue.

Board Meeting – Public Participation

It is the policy of Chenango Valley Central School District to encourage attendance at Board of Education meetings by members of the community, staff, and students. Notice of the meetings and agenda topics are posted in a timely fashion as provided for under the law, and efforts will be made to hold public meetings in a location and setting suitable to accommodate and encourage attendance by the public.

The business of the school district must be conducted in public with the exception of executive session matters protected by law. While there is no legal requirement that the public participate in the meeting, the president (or other presiding Board member) may allow attendees at the Board of Education meetings to raise questions or comment on agenda items. Members of the staff routinely make presentations or add information to agenda items before the Board of Education.

Members of the public may request time on the Board of Education agenda. The Board will provide up to fifteen minutes of public comment at the beginning of each regular Board of Education meeting. Prior to the period of public comment, the presiding officer will refer to the guidelines.

Members of the public will be permitted to speak in accordance with the following guidelines:

- Each speaker will be limited to a maximum of five (5) minutes. Each speaker must be recognized by the chairperson of the meeting and provide the clerk of the Board with his or her name and address.
- No comments by the speaker will be permitted that deal with executive session subjects, individuals, personnel matters, discipline issues pertaining to specific individuals, or revelation of the identity of a student either directly or indirectly.
- The Board certainly wishes to hear from the public on school-related matters. However, it must be recognized that the Board of Education may not be able to respond to every issue.