

Participation in Meetings

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PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS

The Zachary Community School Board desires the citizens of the district to attend its meetings so that they may become better acquainted with the schools and so that the Board may have opportunity to hear the wishes and/or ideas of the public.

It is the policy of the Board to conduct all meetings in full view of and with welcomed participation by the public. However, the Board reserves the right to recess into or call executive sessions for discussing matters as provided by state law. At no time shall actions be taken or resolutions made during executive sessions.

REQUEST FOR ITEM TO BE PLACED ON AGENDA

All delegations or individuals who wish to appear before the School Board shall submit their written requests to the Superintendent or the School Board President at least five (5) working days prior to the meeting date, stating what matters they wish to take up with the Board and the approximate time such matters should consume at the meeting. Such items may be included on the agenda of the meeting at which the delegation or individual wishes to appear before the Board. If not submitted on time to be placed on the agenda, the item may be held over for the next scheduled meeting of the Board. Each delegation appearing before the Board shall select in advance one (1) person as its spokesperson and statements shall be presented in a concise manner.

PUBLIC COMMENT ON AGENDA ITEMS

A public comment period shall be held before any vote is taken on an agenda item. Comments from the public shall occur after introduction of the item to be voted on and before any discussion by Board members. However, a person is not entitled to take up business before the Board unless the item in which he/she is interested has been placed on the agenda of that meeting.

Generally, each person wishing to address the Board shall be requested to fill out a speaker's form prior to the meeting indicating on which agenda item he or she would like to speak, and be recognized by the President. The person shall be afforded the floor, not to exceed three (3) minutes. Each individual shall be recognized to speak only once per agenda item. If an individual wishes to speak on more than one agenda item, he or she shall fill out a separate speaker's form for each agenda item. No dialogue between Board

members and the public shall be permitted at Board meetings, except to clarify the nature of questions and/or comments.

When an individual has been recognized to speak on an agenda item, that individual shall limit his/her comments to matters that are strictly relevant to that item. The President reserves the right to stop any comments when deemed necessary.

Revised: February, 2007

Ref: La. Rev. Stat. Ann. "17:81, 42:5, 42:5.1, 42:6.