

Policy Title:

Public Participation in Board Meetings

Code No. ***204.4.1***

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board may set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. Citizens wishing to address the board, or wishing to bring a petition to the board, must notify the Board President and/or superintendent before 4:00 pm on the day of the meeting. Those wishing to address the board, or bring a petition to the board, will follow the same procedures outlined in the regulations. The board has the discretion to limit the amount of time set aside for public participation.

If the pressure of business or other circumstances dictate, the board president may decide to suspend this practice. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the Board meeting will not be interfered with or disrupted. Only those speakers who follow regulations and are recognized by the board president will be allowed to speak. Comments by others are out of order. If disruptive, the individual causing disruption may be asked to leave the board meeting.

Date of Adoption: November 25, 2013

Date of Revision: April 7, 2014
July 13, 2026

Date of Review: May 11, 2015
August 9, 2021

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Code No. ***204.4.1R***

Public Comment will:

- Be held at the beginning of the Board meeting, following roll call of members, and prior to the Consent Agenda.
- Be limited to three (3) minutes in length, per person.
- Be allowed for individuals who have contacted and received approval to speak, from the Board President and/or Superintendent by 4:00 p.m. the day of the Board meeting.
- Be allowed for interested citizens to present comments, suggestions or concerns, even if they are not on the agenda. However, an item must be included on the agenda before the board can officially act upon it. If not on the agenda, a community member will need to follow the regulations for an item to be placed on the agenda and contact the Board president and/or the Superintendent no later than Thursday prior to a regular meeting of the Board. Citizens are encouraged to communicate with Cedar Falls educators and school board members. If you have a concern, the best place to begin is with those directly involved and responsible, usually at the specific school: the teacher and/or principal. It is there that most problems can be quickly and productively resolved. If questions still remain, please contact the superintendent, or designee.
- Not be a dialogue, simply a time individuals can provide comments to the Board.

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