

MANHEIM CENTRAL SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC PARTICIPATION IN
BOARD MEETINGS

ADOPTED: May 23, 1995

REVISED:

| 903. PUBLIC PARTICIPATION IN BOARD MEETINGS | |
|---|--|
| 1. Purpose | Meetings of the Board and its committees are conducted under the procedures and rules of the Board, as provided by the Public School Code. The Board welcomes attendance at its public meetings. In order to conduct its proceedings in an efficient manner and to facilitate its deliberations, the Board has established the following guidelines. |
| 2. Authority | <p>The Board may be governed in its deliberations by Robert's Rules of Order, statute, and rules of the State Board.</p> <p>The Board recognizes the value of public comment on educational issues and will provide an opportunity for public participation at its regular meetings and has formulated the following guidelines to govern same.</p> |
| 3. Delegation of Responsibility | The presiding officer at each public Board meeting will follow the rules of the Board for conduct of public meetings in accordance with this policy and Policy 006 and will direct the period of public comment. |
| 4. Guidelines 65 P.S. 271 et seq | <p>The presiding officer shall be guided by the following rules:</p> <ol style="list-style-type: none"> 1. Public participation shall be permitted on the agenda during the Recognition of Visitors. 2. The Board requires that participants be residents of the district; representing a group or organization in the district; an employee of the district; a student in the district; or anyone having a legitimate interest in a contemplated action of the Board. 3. Participants must be recognized by the presiding officer and preface their comments by stating their name, address, and group affiliation if appropriate. |

4. Persons wishing to participate in the public meeting shall register their intent by either contacting the Superintendent four (4) days in advance of the meeting or presenting their request to the presiding officer prior to or during the Recognition of Visitors.
5. If any information is to be presented that is in the form of statements or charges that might be considered derogatory or of another serious nature, such must be presented in writing, specifically stating the charges.
6. All statements shall be directed to the Board through the presiding officer.
7. The presiding officer shall maintain control of all meetings and may interrupt or terminate a speaker's statement when it is too lengthy, personally directed, abusive, obscene, or irrelevant by:
 - requesting an individual to leave the meeting when that person does not observe reasonable decorum;
 - calling for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting as to warrant such action.
8. After visitors have been heard and the Board has begun its deliberations, no comments or questions shall be permitted from the floor.
9. The meeting agenda shall be distributed to the public and press at the meeting.
10. Presentations for unsolicited services at public Board meetings will not be permitted. Companies or businesses offering services of possible interest to the district should send information to the district office for distribution to appropriate school district officials or Board committees.