

## PUBLIC PARTICIPATION AT BOARD MEETINGS

The Onalaska School Board encourages constructive, orderly contributions from the public at regular and special meetings. Regular meetings are generally held on the second and fourth Mondays of each month. The Board recognizes that individuals provide the Board with a unique and important perspective on district affairs. The Board believes that it is desirable for citizens of the district to understand the process by which their school district is governed.

Members of the public may request permission to speak on any item on the agenda. Individuals wishing to contribute to Board meetings should observe the following rules:

- A. Specially printed forms will be available at the superintendent's office prior to Board meetings and at the Board meeting place prior to the start of the meeting. Individuals are asked to fill out the form prior to the start of the Board meeting. An administrator will collect the forms and organize them in terms of agenda items. Those wishing to speak on agenda items will be recognized either at the beginning of the meeting under agenda item "Public Input" or as that item is reached on the agenda.
- B. The Board President will recognize all speakers. Each person, when called, will give his/her name and address and the name of any group he/she represents. Individuals should limit their remarks to three minutes unless the chair grants an extension. The chair will not allow remarks from speakers, which may be injurious to the good name or reputation of school district personnel.
- C. Whenever possible, questions will be answered by the president or the best qualified staff member present. Questions requiring further investigation shall be referred to the proper staff member for study and response.
- D. Public contributions to special meetings will be limited to the topic of that meeting.
- E. While the Board recognizes its obligation to hear and respond to the public at regular and special meetings, it also reserves the right to meet in executive session on appropriate subjects.

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Residents requesting to speak on a specific topic of their choice must submit the item(s) to the Superintendent approximately four (4) days ahead of the meeting prior to the publishing of the agenda. Placement of the item on the agenda is at the discretion of the Board President, or the Vice President in the absence of the President. The requirement that all discussion items must be detailed on the published agenda is part of the open meeting law. To contact the Superintendent to submit a request for an item to be added to the agenda contact the district office at 1821 East Main Street (781-9701).