



# SANDUSKY CITY SCHOOLS

407 Decatur Street, Sandusky, Ohio 44870-2442  
419-621-2718

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## Audience/Community Participation

December, 2009

All regular and special meetings of the Sandusky City School District Board of Education shall be open to the public. Although Board of Education meetings are held in public, but are NOT public meetings, the Board recognizes the right of citizens to be heard and wishes to hear their views on issues that affect the District. Citizens of the school district may express ideas, concerns and judgments about the schools to the administration, to the staff, to any appointed advisory body and ultimately to the Board (Policy ABA).

An opportunity for citizens to address the Board shall be contingent upon the following criteria:

1. Individuals wishing to address the Board shall complete a Request Sheet listing their address, phone number, purpose of their comment(s), what group(s) they may be representing and with whom in the administrative chain they have previously had a discussion relative to their concern. The Request Sheet shall be turned in to the President of the Board **BEFORE** the beginning of the meeting. No requests will be accepted after the meeting has begun.
2. By signing the Request Sheet, individuals agree to the following guidelines:
  - a. no employee or student in the school district can be criticized by name or inference,
  - b. a sense of decorum will be maintained at all times,
  - c. a strict time limit of three (3) minutes shall be enforced,
  - d. a response to the speaker's concern(s) shall be submitted in writing within one (1) week with a copy of the response sent to the Board.
3. The Board has the right to deny comment to any individual who has not abided by the aforementioned rules on one (1) previous occasion.
4. The Board may suspend public comment at any meeting by giving and voting on a stated reason. A request may result in a referral to a school district employee who could more efficiently and more effectively address the concern.

In order for the Board to fulfill its obligation to complete a planned agenda in an effective and efficient fashion, a maximum of thirty (30) minutes may be set aside for public participation. Citizens approved to address the Board shall be recognized by the President of the Board at which time the presenter is required to state their name, phone number and address, etc. prior to making their statement. During those thirty (30) minutes, no person shall speak more than one time.

***"Request to Address the Sandusky Board of Education" form is printed on the reverse side of these guidelines.***



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## Request to Address the Sandusky Board of Education

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Organization Represented: \_\_\_\_\_

Summary of Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

District Personnel with Whom This Matter Has Been Previously Addressed:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

By signing below, I understand and agree to abide by the policy guidelines for public comment set forth by the Sandusky Board of Education.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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