

## Public Participation at Board Meetings

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All regular meetings of the Board of Education shall be open to the public.

Francis Howell School District Board Policy 0412, regarding public participation at Board Meetings, states:

A period of thirty (30) minutes will be allotted to residents of the District and staff at the beginning of the meeting to give the Board of Education the opportunity to listen to citizens. The Board is very interested in citizen viewpoints and problems. We encourage citizens to work through problems at the building and/or administrative levels before coming to the Board. We ask that remarks be limited to three minutes and to one appearance, thus allowing a maximum number of participants in the allotted time period in which citizens are to speak to issues. Questions directed to the Board will not be answered during the meeting. All questions will be responded to by appropriate administrative personnel within one week wherever possible. Persons who wish to suggest items for the agenda should contact Board members or the superintendent.

The Board does not engage in dialogue with patrons during the business meeting. Concerns brought forward during this forum are addressed by the Superintendent and other appropriate staff members. This does not mean that public concerns are not of interest to the Board. Rather, we believe that most patron concerns can be dealt with most effectively and efficiently when handled by appropriate staff, on a more personal level, in accordance with board policy. Administrative staff will report back to the Board on resolution of public comment concerns expressed at previous meetings. Comments about individual students and staff are not allowed due to confidentiality.

Policy 0412  
Revised February 2016

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### Francis Howell School District • Board of Education PATRON COMMENT CARD

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As per Policy 0412 revised by the Board of Education on February 2016 District residents or staff, wishing to make statements to the Board shall "sign in" on cards provided by the Board prior to the start of the Patron Comment agenda item." The full text of the policy on "Public Participation at Board Meetings" is printed on the reverse side of this card.

Any resident of the Francis Howell School District wishing to present a comment or question is asked to complete the information below. The card will then be collected prior to the start of the Patron Comment agenda item. An individual submitting a card will be recognized for his/her public comment by the Board President. At that time the individual is asked to go to the front of the room and speak. A table has a microphone that will allow both the Board and the audience to hear the question/comment more clearly.

Board Meeting Date \_\_\_\_\_  FHSD Resident  FHSD Staff Member

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Comment/Question (Please provide a short written description of the topic you wish to address.)

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