

## PUBLIC PARTICIPATION AT SCHOOL BOARD MEETINGS

Members of the community are invited and encouraged to attend meetings of the Covington City School Board to observe its deliberations. Any member of the community may address the Board on matters related to the Covington City Public Schools at any regular meeting. Persons wishing to address the School Board are requested to contact the superintendent, the School Board chairman, or their designee for placement on the agenda.

1. Persons wishing to appear before the School Board are requested to contact the superintendent, the School Board chairman, or their designee for placement on the agenda. Any individual or organization wishing to address the Board will advise the Superintendent in writing at least one week prior to the meeting.
2. Matters or issues should be first directed to the Superintendent of Schools for consideration and action.
3. All individuals and organizations that properly notify the Superintendent will be placed on the board's agenda if their concern cannot be addressed and resolved by the Superintendent.
4. Each individual requesting placement on the agenda will be required to provide their name, address, occupation, and the subject they wish to address.
5. All speakers are requested to be brief and to address only their stated concern to the Board.
6. The Board reserves the right to impose a time limit and to question all speakers if deemed appropriate.
7. In unusual cases or cases of emergency, the Board, by consensus, may allow an individual or organization to speak if not on the agenda.

The chairman is responsible for the orderly conduct of the meeting and shall rule on such matters as the appropriateness of the subject being presented and length of time for such presentation. Upon recognition by the chairman, the speaker shall address himself to the chairman and if, at the conclusion of his remarks, any member of the School Board desires further information, the member will address the speaker only with the permission of the chairman. No one will be allowed to make additional presentations until everyone who wishes to speak has an opportunity to make an initial presentation.

A reasonable period of time, as determined by the School Board, will be allocated at each regular meeting for community members to present matters of concern.

Adopted: April 12, 2004

Revised: September 12, 2016

Revised: November 9, 2009

Revised: April 14, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:7.

Cross Ref.: BDDE Rules of Order