



Sandusky City Schools

407 Decatur Street, Sandusky, OH 44870-2442 • 419-626-6940 • www.scs-k12.net

Audience/Community Participation

March, 2018

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.

Photographing, Broadcasting or Recording Board Meetings

Persons interested in taking photographs, broadcasting or recording board meetings shall notify the Board of their interest in doing so. The Notification Sheet shall be turned in to the President of the Board **BEFORE** the beginning of the meeting. Persons operating cameras, broadcasting and/or recording devices must do so with a minimum of disruption to those present at the meeting. Specifically, the view between Board members and the audience must not be obstructed, interviews must not be conducted during the meeting and no commentary is to be given in a manner that distracts Board members of the audience. The Board has the right to halt any recording that interrupts or disturbs the meeting (Policy BDDJ).

“Request to Address the Sandusky Board of Education” and “Notification of Intent to Photograph, Broadcast or Record Board Meetings” 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: _____

Notification of Intent to Photograph, Broadcast or Record Board Meetings

Photograph

Broadcast

Record

By signing below, I understand and agree to abide by the policy guidelines for photographing, broadcasting or recording set forth by the Sandusky Board of Education.

Signature: _____ Date: _____

Audience/Community Participation and Photographing, Broadcasting or Recording Board Meetings guidelines are printed on the reverse side of this form.