

Requesting to Address the Board

The Jackson County School District is committed to treating parental and patron concerns in a fair and equitable manner. Local school board policy outlines the parameters under which an issue or concern will be considered for inclusion in the Board Agenda. Board Policy deals with this subject in **Meeting Agenda Policy 1.14:**

“District patrons wishing to have an item placed on the Board meeting’s agenda must submit their requests in writing to the Superintendent at least five (5) days prior to the meeting of the Board. The written request must be sufficiently descriptive to enable the Superintendent and Board President to fully understand and evaluate its appropriateness to be an agenda item. ***Such requests may be accepted, rejected or referred back to the individual for further clarification.***”

In order for agenda items to be considered by the Board, the Superintendent will request the person (or persons) adhere to the following procedure before acceptance to the board agenda is granted.

- 1) If the issue involves a student and a particular teacher, the first step should always be a discussion between the parent and the teacher.
- 2) If the conflict is not resolved, the building principal should be contacted. A discussion should be held with the administrator in an attempt to settle the matter.
- 3) If the issue is still in contention, the Superintendent should be contacted. General issues or concerns should be addressed to the Superintendent.

If, after these steps have been taken, no resolution has been achieved the person or persons may submit their written request to the Superintendent who will then make a recommendation to the Board accepting, rejecting, or referring the issue back to the person for further clarification.

Following this procedure will enable the Superintendent to more readily accept the issues to be placed on the Board Agenda.