

**Policy**  
**Public Participation in Board Meetings**

**Descriptor Code: BCBI**

Meetings of the Board of Education are structured to allow the Board to conduct its public business. Meetings of the Board are open to the public, but are not to be confused with public forums. When time permits, the Board of Education as a matter of general operating procedure offers an opportunity for citizens of the school district to address the Board in open session. The following rules shall be adhered to:

1. To be placed on the agenda, individuals who request to appear before the Board must do so in writing at least one week prior to the regular monthly meeting of the Board. The request must state clearly the topic or issue to be addressed.
2. Each person whose name is placed on the agenda will be given five (5) minutes to make comments. Where several citizens wish to address the same topic or issue, the group will designate a spokesperson.
3. While citizens may use their allotted time to take serious issue with Board decisions, the Board will not permit anyone to become personally abusive of individual Board members or Board employees.
4. When issues arise that stimulate high community interest, the Board may schedule special meetings specifically to invite public comment. In those circumstances, the Board will establish special guidelines for participation.
5. Ordinarily, the Board will not respond to comments or questions posed by citizens in their presentations, but will take those comments and questions under advisement until there has been time for the Superintendent to look into the matter.

The Board of Education, by majority vote, may extend or further limit the time allotted for citizen participation or waive other formalities as they deem appropriate.

Ware County Schools

Date Adopted: 10/9/2007

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State Reference**

O.C.G.A 16-11-0034

O.C.G.A 16-11-0035

O.C.G.A 50-14-0001

**Description**

[Preventing or disrupting a meeting of General Assembly or other meetings of members](#)

[Removal from campus or facility of unit of university system or school; failure to leave](#)

[Open Meetings Act; notice; minutes; telecommunication conferences](#)