

**POLICY 1036
PUBLIC PARTICIPATION**

Patrons may speak to the Board on any item on the board meeting agenda or on other items of concern to the school district, provided a completed and signed “Intent to Address the Board” form specifically identifying the subject matter of the concern is filed with the Board Clerk. An “Intent to Address the Board” form is available on the school district’s website.

The form may also be picked up at the Clerk’s office at the McKinley L. Burnett Administrative Center, 624 SW 24th Street, Topeka, Kansas. The form must be received by the Board Clerk no later than 4:30 p.m. on the date of the meeting. Each patron will be limited to one appearance per meeting not to exceed three (3) minutes in duration. Patrons may request and be granted an additional minute to complete their comments twice for a total of five minutes. Patrons may not defer their time to another patron. Patrons will appear on a first-come, first-served basis. Public communications shall be respectful.

Public communications will be limited to a cumulative total of 30 minutes, unless the time period is extended by the board. Failure to observe the requirements of this policy may result in loss of the privilege to address the Board. In the event the Board believes the normal flow of business is being unnecessarily delayed, it may waive public participation by a majority vote.

Allegations or complaints against individual employees will be referred to the Superintendent for investigation and resolution as required by Board Policy 2050. Allegations or complaints against individual employees must be presented in writing to the superintendent and must be signed by the individual or organization submitting the comments. Allegations or complaints against the superintendent must be presented in writing to the president or clerk of the Board of Education.

Adopted: 12/02/10

Revised: 11/17/16; 07/21/22; 02/16/23