

GMG Community School District

**Intent to Address the Board Form**

Name \_\_\_\_\_

Residence \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_ I wish to speak to the board in the public forum during the time we welcome guests

\_\_\_\_\_ I wish to speak to the board about a specific item on the agenda (list agenda item here) \_\_\_\_\_

Please list any details you wish to share with the board.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Please turn this sheet into the Board Secretary in order to speak in front of the board.***



Please read the inside information before submitting your form.

Mission: The GMG Community School District will develop high achieving learners who demonstrate responsibility, citizenship, and capacity for change so they will make a commitment and positive contribution to a global society.

Welcome to a meeting of the Board of Education

Board Members

- Ann Jackson, President
- Bill Backoff
- Stephanie DeSchamp
- Doug Dieleman
- Kyle Hall
- Nathan Holven
- Randy Sienknecht

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School Board Secretary - Katie Mathern  
Superintendent - Ben Petty

## Board of Education Meetings

### Welcome

Welcome to a meeting of the Board of Education of the GMG Community School District. We appreciate your interest in our school. Whether you have come to observe or participate, we hope you will find the information and procedures described in this brochure helpful to you. They may be found near the entrance to this meeting room.

### About Board Meetings and Agendas

The GMG Community School District's Board of Education represents the residents of the District in its function as a policy-making body. Each of the seven members of the Board is a community member that has been elected for a four year term of this volunteer service.

By law, regular school board meeting must be public and must have agendas posted 24 hours prior to the meeting. Regular Board of Education meetings are usually held the second Monday of each month, but the monthly date varies at times due to other school events, board member availability, and applicable state deadlines.

### Your Participation In Board Meetings

While Board members welcome your involvement, school-related problems can usually best be solved by talking with the employee closest to the problem, then taking it through the appropriate "chain of command" (i.e. Teacher, Principal, then Superintendent) if you do not believe it has been addressed in a proper manner. Should a satisfactory solution to the issue not be achieved through this progression, your next step is to submit it to the Board of Education for their consideration as a potential agenda item at an upcoming Board meeting.

School Board meetings are held in the public, but are not meetings of the public. While we may call on your participation during board agenda items, the public does not have the right to speak or interrupt our board meetings. Please refer to the public forum part of this handout for instructions on your participation during public forums.

## Helpful Information

### Addressing the School Board in a Public Forum

When we "Welcome Guests" on the agenda, the board may allow for a limited public forum. Current district procedures are that individuals addressing the board will have up to three minutes to speak in the public forum. Public participation may be limited, or if several people are speaking to the same topic, the board may ask those individuals to appoint a spokesperson to speak on behalf of the group. These measures are to allow the board to complete remaining agenda items within a reasonable amount of time.

Please note that by law, the Board cannot deliberate and/or take action on an item that was not published on the agenda. To take action, the Board generally requests that Public Forum information be researched by the Superintendent. The Superintendent will consult with the Board President about whether to place the item on the agenda of a future board meeting.

### Requesting to Place an Item on the Agenda

Persons requesting to place an item on the agenda must make a request to the Superintendent prior to the drafting of the tentative agenda, and at least five business days prior to the board meeting. This request should be in writing, and must state the person's name, address, purpose of the presentation, board action desired, and pertinent background information, including prior steps taken to resolve the situation at other levels. Requests from the public may be added to the tentative agenda at the discretion of the superintendent after consultation with the board president and/or legal counsel.

### Conduct During Board Meetings

Iowa Code 21.7 states that the board can make their own rules of conduct to assure that meetings are orderly. We request that all individuals in attendance at board meetings act in a courteous and professional manner. Any failure to do so, will result an immediate removal from the board meeting. At a regular school board meeting, the district cannot allow criticism of individual employees of the district that would be detrimental to the reputation of that employee. Any comments made by members of the public that are defamatory or slanderous in nature could also potentially make that individual liable for damages in a court of law.