

# Board Policy

Code No. 214

## PUBLIC HEARINGS

In conducting public hearings required by law, and any other hearings as it deems advisable, the Board of Directors will adhere strictly to any statutory requirements that apply to the specific type of hearing and shall seek to conduct the hearings in a fair, open, and objective manner, giving all persons involved an equal opportunity to be heard.

The President of the Board, or another member at the President's and the Board's approval (in the absence of the President, Directors shall determine amongst those present the individual to conduct the hearing), will preside as Chair at hearings before the Board of Directors. The Chair has the authority to see to the orderly completion of a hearing. This authority includes such duties as regulating the length of time for each presenter; keeping remarks of presenters to those related to the reason(s) for the public hearing; deciding the order of presenters; and establishing other procedures, as necessary, in order to assure that all persons involved have an equal opportunity to be heard.

At the beginning of the proceedings, the attending public will be informed of particular rules that will be followed in regard to questions, remarks, rebuttals, time limitations, or other rules necessary to give everyone an opportunity to be heard.

In conformity with customary hearing procedures, statements and supporting information will be presented first by the Board of Directors, administrative staff, or by others on behalf of the district and Board of Directors. To address the Board of Directors, citizens must be recognized by the chair, and all remarks must be addressed to the chair and be germane to the topic. Before addressing the Board of Directors, each presenter shall identify his or her name and address. (If the presenter represents a group, the group should also be identified.) Guidelines for citizen participation as spelled out in policy 213 (including a 3-minute time limit for remarks) will be upheld. If time allows, the Chair may call upon a presenter for further comments after everyone has had an opportunity to speak. A board member may ask questions of the speakers after receiving permission from the chair. The chair will be responsible for designating individuals to comment on the Board's behalf to questions raised by presenters at a hearing. It is the intent of the Board of Directors to receive input from community members at a hearing and to limit dialogue of directors to the minimum required for the orderly completion of a public hearing.

*Legal Reference:*

Iowa Code §§ 21; 24.9; 26.12; 279.8; .10; 297.22 (2013).

*Cross Reference:*

210	<i>Meetings of the Board of Education</i>
213	<i>Citizen Participation</i>
601.1	<i>School Calendar</i>
703.1	<i>Budget Planning</i>

*Approved: August 17, 1987*

*Reapproved: January 21, 1991  
February 7, 1994  
February 3, 1997  
February 3, 2003  
June 19, 2006  
January 11, 2010  
February 3, 2014*

*Revised: November 18, 2019*