

Coulee Catholic Schools Policy / Regulation

Title/Subject: Education Commission Public Input Policy
Proposed by: Policy Committee
Date Proposed: February 17, 2009 **Date Approved:** _____
Type & Proposed Number: LSP – 9320 **Effective Date:** July 1, 2009
Replaces/Modifies: (new policy) **Signature:** _____

The Aquinas Catholic Schools Education Commission is a representative group of supporting parishes and organizations, responsible to the dean and pastors, which is delegated authority to identify and articulate educational goals and objectives for Aquinas Catholic Schools, form policies, and provide advice and consultation.

All meetings of the Aquinas Catholic Schools Education Commission shall be open to the public. Members of supporting parishes are encouraged to ask their parish representative to bring forth their concerns or recommendations. However, the order of business shall also include an opportunity for citizens to directly address the Commission. The following procedures are established to provide maximum public input and to insure the orderly conduct of the meeting.

1. Citizens who wish to speak shall register with the Central Office no later than 3:00 p.m. one business day prior to the scheduled Commission Meeting. The speaker shall complete the registration form, specifying his/her name, address, and the topic for discussion.
2. The Commission is a consultative body whose primary role is to recommend policy and identify educational goals. Topics such as, but not limited to, personnel issues and school discipline are not appropriate topics for the Commission. These issues should be handled through the Administrative Recourse procedure.
3. The 'Public Input' portion of the agenda shall be at the beginning of the meeting and is not to exceed 15 minutes total.
4. Speakers' remarks shall be limited to not more than five (5) minutes each and may be shortened to fit the total time allotment if a significant number of speakers have registered.
5. The speaker will be recognized by the Chairperson of the Commission following the opening prayer and approval of the minutes (approximately 7:05-7:20pm).
6. If further discussion or action is warranted, the guest presenter's topic will be recommended by a commissioner as an agenda item for the current or next commission meeting.
7. The Commission Chairperson or designee will notify the speaker of any action taken or plans for action following the respective meeting where the item was addressed.
8. Individual Commission Members may, during debate of an agenda item, request that the Commission Chairperson recognize a member of the audience to provide additional information on the item being discussed.

Request to Address Education Commission

This form must be completed and delivered to the Central Office by 3:00 p.m. one business day prior to the next scheduled Commission meeting. The Public Input item on the agenda is from approximately 7:05-7:20 p.m. Your presentation may not exceed five (5) minutes.

The Commission may or may not discuss or take action at the meeting during which you make your presentation. Commission members have the option to recommend your topic for immediate discussion or as an agenda item for the next meeting.

Name: _____

Address: _____

Telephone #: _____ E-Mail: _____

Speaker's topic and/or comments: (may use back of page also)

Note: The Commission is a consultative body whose primary role is to recommend policy and identify educational goals. Topics such as, but not limited to, specific personnel issues and school disciplinary matters are not appropriate topics for the Commission. These issues should be handled through the Administrative Recourse procedure.