Public Participation

The members of the Board welcome public comments at their meetings and set aside time in the agenda (Item, Visitor Participation Relative to Any Item) for public participation.

Public participation is governed by the Board Bylaws. These are the procedures for public participation:

A. Public participation shall be permitted only as indicated on the order of business in the bylaws of this Board.

B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting, subject to restrictions set out herein.

C. Participants must be recognized by the presiding officer and must preface their comments by announcement of their name, address, and group affiliation, if and when appropriate.

D. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

E. A maximum of 30 minutes of public participation will be permitted at each meeting.

F. Each statement made by a participant shall be limited to three (3) minutes duration.

G. No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.

H. Comments are limited to matters that pertain to issues relevant to current operation of the schools.

I. The President of the Board shall be the judge of the relevance and good taste of the remarks made and may rule a person out of order.

Public Participation at Board Meetings

All meetings of the Board will be open to the public. Public participation will be limited to the regularly scheduled and Committee of the Whole Board meetings.

All official meetings of the Board are open to the public; all participation by the public shall occur during the part of the agenda set aside for that purpose. No more than thirty (30) minutes in any meeting is allotted to public participation, unless the Board by majority roll call shall agree to extend such allotment to an amount set in the motion to extend. No person shall be allotted more than three (3) minutes of the public participation time, unless the Board shall, by majority vote, to allow more time. Each person who wishes to address the Board shall give his/her name and address prior to addressing the Board and; may not speak twice until all those who desire to speak have done so. If a speaker’s intent is to represent a group of persons, such group is to be identified. The Board reserves the right to require that there be only one speaker for each group. The Board vests in its presiding officer the authority to terminate the remarks of any individual when such remarks are deemed disruptive of the Board meeting or constitute personal attack on school personnel, students, or others. All questions should be addressed to the presiding officer, who may refer them to another person for response or for further consideration and response at a subsequent date.

Agendas will be distributed to all those who attend Board meetings. The section on the agenda for public participation will be marked with an asterisk. Noted at the bottom of each agenda will be a short paragraph outlining the Board’s policy on public participation at a Board meeting.
Welcome To Our Meeting

We, the members of the Board of Education welcome you to this meeting of the Board. The Board is made up of community members elected by our citizens to give guidance and direction to our local school system. Board meetings are formal meetings governed by the laws of Ohio and the policies of the Board. Meetings operate according to Robert’s Rule of Order. We hope that this brochure will better help you to understand the operation of our meeting.

Members of the Maple Heights City Schools’ Board of Education

Maple Heights City School District
Administration Building
5740 Lawn Avenue
Maple Heights, Ohio 44137
(216) 587-6100
Fax
(216) 518-2674

Adopted: 3/27/97
Revised: 3/26/98
8/27/98
8/22/02
1/12/04

Meeting Agenda

If the meeting is being held in the Board Room, agendas can be found at the entrance. If the meeting is being held at one of our school buildings, agendas can be found near the Board’s meeting table.

Board members receive their agenda three to four days prior to their regular meeting. Frequently included with their agenda are supportive documentation that, for reasons of economy, are not reprinted with each copy of the agenda distributed at this meeting.

Typical Regular and Committee of the Whole Meeting Agendas
1. Call Meeting to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Adoption of Official Agenda
5. Reading, approval and signing of records
7. Report From the Superintendent of Schools
8. Visitor Participation
9. Executive Session
10. Reconvene to Public Meeting
   a. Other Board Action
11. Adjournment

About Board Meetings

Types of Meetings – The Board may be convened at a Regular Meeting, Special Meeting, or Organizational Meeting.

Regular Meetings – The Board’s normal bi-monthly meeting. These are held in the Board Room at the Administration Building, in accordance with the annual resolution approved at each organizational meeting held in January. A copy of which may be obtained from the Superintendent’s office. This is the meeting where the Board of Education does most of its business.

Special Meetings – Held when it is necessary for the Board to consider an issue that cannot wait until the next Regular meeting, or an issue of a complex nature requiring extended deliberation. Every attempt is made to make a public announcement of any special meeting.

Committee of the Whole – A meeting that is a work session for the Board and the Administration, with very little Board action. These are held in the Board Room at the Administration Building, in accordance with the annual resolution approved at each organizational meeting held in January. A copy of which may be obtained from the Superintendent’s office.

Organizational Meeting – Held between January 1 and January 15 of each year. At the Organizational Meeting, the Board elects its officers and adopts a number of standing resolutions.

Executive Session – The law allows the Board of Education to meet in private session for a limited number of reasons. In general, these are personnel matters, matters regarding a specific student, purchases or sale of property, pending litigation and negotiations. The Board may move into executive session by majority vote at any meeting of the Board.