

Bedford County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 06/15/23
		Rescinds: 1.404	Issued: 09/15/22

1 **APPEALS TO THE BOARD**

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the
3 parties shall attempt to settle all matters at the lowest level of responsibility and the Board shall not
4 hear complaints or concerns which have not advanced through the proper administrative procedure. If
5 all steps of the administrative procedure have been pursued and there is still a desire to appeal to the
6 Board, the matter shall be referred in writing to the office of the Superintendent of Schools, and the
7 Board shall determine whether to hear the appeal.

8 **APPEARING BEFORE THE BOARD**

9 Individuals desiring to appear before the Board must submit a written request with descriptive
10 materials to the office of the superintendent ten (10) days before the meeting. If the request is approved
11 by the Executive Committee, the item will be placed on the agenda. Individuals placed on the agenda
12 will be recognized at the beginning of the meeting and given time to speak when their topic of interest
13 is addressed on the agenda. All requests submitted will be included in the board packet. The chairman
14 may recognize individuals not on the agenda if determined that such is in the public interest. A
15 majority vote of members present can overrule chairman.

16 Delegations must select only one individual to speak on their behalf unless otherwise determined by
17 the Board.

18 Recognition of individuals who are not citizens of the school system is to be determined by a majority
19 vote of the Board.

20 Individuals speaking to the Board shall address remarks to the chairman and may direct questions to
21 individual board members or staff members only upon approval of the chairman. Each person speaking
22 shall state his name, address, and subject of presentation. Remarks will be limited to three (3) minutes
23 unless time is extended by a majority vote of the Board. The chairman shall have the authority to
24 terminate the remarks of any individual who is disruptive, who violates state law or does not adhere to
25 Board rules.¹ Members of the Board and the superintendent may have the privilege of asking questions
26 of any person who addresses the Board.

27 Individuals desiring additional information about any item on the agenda shall direct such inquiries to
28 the office of the superintendent.

29 *Public Comment Period*²

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1 There shall be a public comment period for each meeting with actionable items on the agenda, with the
 2 exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda.
 3 The total public comment period shall be for no more than ten (10) minutes. If an individual wishes to
 4 address the Board during the public comment period, he/she shall sign up at the superintendent's office
 5 the Monday prior to the school board meeting. If Monday is a holiday, then sign-ups will be the
 6 Tuesday prior to the meeting. Each speaker shall be given no more than two (2) minutes. Delegations
 7 shall select only one (1) individual to speak on their behalf unless otherwise determined by the Board.

Legal References

- 1. TCA 39-17-306

Cross References

- School Board Meetings 1.400
- Public Hearings 1.401
- Agendas 1.403
- Discrimination/Harassment of Employees 5.500
- Complaints and Grievances 5.501
- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
- Student Concerns 6.305