

Hancock County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 04/09/15
		Rescinds:	Issued:

1 **APPEALS TO THE BOARD**

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

8 **APPEARING BEFORE THE BOARD**

9 Individuals desiring to appear before the Board must submit a written request with descriptive materials to the
 10 office of the director of schools five (5) days before the meeting. If the request is approved by the Executive
 11 Committee, the item will be placed on the agenda. Individuals placed on the agenda will be recognized at the
 12 beginning of the meeting and given time to speak when their topic of interest is addressed on the agenda. All
 13 requests submitted will be included in the board packet.

14 If an individual wishes to address the Board on an item on the agenda, he/she may sign up on the form provided
 15 before the beginning of the board meeting to request time to speak. Delegations must select only one individual
 16 to speak on their behalf unless otherwise determined by the Board.

17 The chair may recognize individuals not on the agenda for remarks to the Board if it is determined that such is in
 18 the public interest. A majority vote of members present can overrule the decision of the chair.

19 Individuals speaking to the Board shall address remarks to the chair and may direct questions to individual
 20 board members or staff members only upon approval of the chair. Each person speaking shall state his name,
 21 address, and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by the
 22 Board. The chair shall have the authority to terminate the remarks of any individual who is disruptive or does
 23 not adhere to Board rules.¹

24 Individuals desiring additional information about any item on the agenda shall direct such inquiries to the office
 25 of the director of schools.
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Legal References

- 1. TCA 39-17-306

Cross References

- School Board Meetings 1.400
- Agendas 1.403
- Complaints About School Personnel 5.502