

**MEDFORD AREA PUBLIC SCHOOL DISTRICT  
RURAL VIRTUAL ACADEMY**

**DATE ADOPTED: March 15, 2007**

**DATE REVISED: May 19, 2016**

**DATE REVISED: March 28, 2022**

**FILE SECTOR: RURAL VIRTUAL ACADEMY**

**POLICY TITLE: PUBLIC PARTICIPATION AT RVA  
GOVERNANCE BOARD MEETINGS**

The RVA Governance Board desires citizens of Medford Area Public School District to attend its meetings so that they may become better acquainted with the operations and programs of the schools and so that the governance board may have the opportunity to know the wishes and ideas of the public. All official meetings of the governance board shall be open to the press and public. However, the governance board reserves the right to adjourn, recess to or meet in closed session as authorized by law.

**CROSS REFERENCE:**

**LEGAL REFERENCE: Wis. Statutes 19.83, 19.84, 19.85**

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**GOVERNANCE BOARD MEETINGS**

In order to assure that persons who wish to appear before the governance board may be heard and, at the same time, conduct its meetings properly and efficiently, the governance board adopts as rules the following procedures pertaining to public participation at governance board meetings.

Procedures to Address the Governance Board

There are three ways for the public to address the governance board at a meeting.

- When a citizen wishes to speak to the governance board under the standing agenda item "Period of Public Comment" they need only request recognition to be heard at the beginning of the meeting. Any individual desiring to speak shall give their name, address and the group, if any, that is represented. All presentations should be as brief as possible. Unless an extension of time is granted in advance, by the RVA Administrator, a speaker shall be limited to five minutes.
- A citizen may request to comment at the meeting under a specific agenda topic. They must inform an RVA Administrator or designee at least 24 hours prior to the start of the meeting and shall describe the content of their presentation. The RVA Administrator or designee will make a determination prior to the meeting as to whether or not they will be placed on the agenda.
- Letters to the RVA governance board members and/or administrators will not be read/presented on a citizen's behalf. Such letters may be included in the next available board packet.

Rules of Order for Presenting to the RVA Governance Board:

- Charges, Complaints or Challenges  
At a public meeting of the governance board no person shall orally initiate charges or complaints against individual employees of the RVA or challenge instructional materials used in the RVA. All such charges, complaints or challenges shall be presented to the RVA Administrator or governance board in writing, signed by the complainant. All such charges, if presented to the governance board directly, shall be referred to the RVA Administrator for investigation and report. Challenges of instructional materials used in the RVA are subject to the rules and regulations of the Medford Area Public School District policy.
- Conduct and Remarks Out of Order  
Undue interruption or other interference with the orderly conduct of governance board business shall not be allowed. Defamatory or abusive remarks are out of order. The Governance Board Chair or President may terminate the speaker's privilege of address if, after being called to order, they persist in improper conduct or remarks.
- Questions and Comments by Governance Board and RVA Administrator  
Members of the governance board and RVA Administrator may question a speaker or make comments in response to a speaker's remarks.

- Presiding Officer Authority

The governance board vests in the RVA Governance Board Chair and President, authority to terminate the remarks of any individual when they do not adhere to the rules established above.

- Full RVA Board Authority

Persons appearing before the governance board are reminded, as a point of information, that members of the governance board are without authority to act independently as individuals in official matters. Thus, questions may be directed to individual governance board members, but answers must be deferred pending consideration by the full governance board. The board may ask for clarification on matters brought up during the period of public comment of the meeting agenda. The board shall not take action on any items of business not included in the meeting agenda notice.

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