



# ORLEANS PARISH SCHOOL BOARD PUBLIC HEARING

**McDonogh #35**  
**1331 Kerlerec Street**  
**New Orleans, LA 70116**  
**July 17, 2012**  
**4:30 PM**

Call to Order & Purpose of Hearing

General Counsel Edward Morris

*Orleans Parish School Board – Public Hearing on proposed amended Board policy:*

➤ **OPSB Policy Amendment**

- Policy B213 – Minutes of Board Meetings (*amendment to current policy*)

**Q & A**



## ORLEANS PARISH SCHOOL BOARD PUBLIC HEARING GUIDELINES

1. The public hearing will begin with of the proposed new and amended board policies by the Superintendent or his designee.
2. Anyone wishing to address the Board Policies should fill out a card located on the table and submit it to the Board Secretary. Cards will be received up to one-half hour after the meeting begins (**Notation: The Public Hearing begins at 4:30 PM**).
3. General Counsel to the Board will be responsible for the orderly and efficient conduct of the hearing and may set a reasonable time limit for each presentation depending on the number of cards received.
4. Each speaker will be limited to two (2) questions per item. General Counsel will recognize the speaker and give him/her permission to proceed. The speaker shall state his/her name and address for the Board records.
5. Those who have a group concern are encouraged to select a spokesperson from the group to address the concern.
6. Speakers are expected to be as concise as possible and to present their questions and comments in an objective manner in accordance with good taste and decorum and without reference to or insinuations against the Board, its members, or school system employees.
7. The Superintendent or his designee will serve as the official respondent to questions posed by the public.
8. Disruptions or disorderly conduct at the public hearing will constitute grounds for the presiding officer to ask security personnel to remove the offender.

## **B213 – MINUTES OF BOARD MEETINGS**

The Orleans Parish School Board shall require written minutes of all of its open meetings be ~~kept~~ maintained. Such minutes shall include:

- (1) The date, time, and place of the meeting.
- (2) The members of the public body recorded as either present or absent.
- (3) The substance of all matters discussed and decided, and, at the request of any member, a record, by individual member, of any votes taken.
- (4) Any other information that any School Board member requests be included or reflected in the minutes.

The Superintendent, who is the Board Secretary, shall be responsible for keeping all minutes of the Board and making them available at the next regular Board meeting for approval. All official meetings of the Board shall be recorded electronically and maintained by the Board's Secretary, who shall certify the authenticity of the recorded minutes. Once approved, they are to be signed by the Board President and Board Secretary. They are then to be placed in an official journal of the Board and also-posted on the official Board web page.

To facilitate public access to School Board meetings, to encourage public involvement, and to further improve transparency as it relates to School Board operations, the Orleans Parish School Board shall make available for public viewing "on demand" at its official website all unedited monthly School Board business meeting broadcasts. DVD copies of all such broadcasts shall be maintained in the Board Office and in the Board Media Studio.

Upon being presented with a proper, legal request, the Board records are to be made available to the public at a charge that covers the cost of reproduction of the documents.