

## SUBJECT: GUESTS AT BOARD MEETINGS

1. Guests are welcome at CSGK Board meetings after receiving an invitation from the President, assuming the issue that they wish to present to the Board could not be successfully addressed at the local, LAC, level.
2. The CSGK Board Agenda will provide an opportunity for guests to be introduced and to speak during the opening portion of the meeting. At this time, the guest will make some brief comment(s) regarding his or her concerns.
3. To receive the Board's consideration:
  - a. The guest must contact the President to be on the agenda.
  - b. The President will determine the appropriateness of a concern as a CSGK Board issue and invite the guest to a meeting.
  - c. The President will introduce each guest who wishes to speak.
  - d. Each guest will be provided a two-minute time limit to allow guests an opportunity to be heard.
  - e. Since the purpose is to receive input from guest(s), board members can ask clarifying questions only and should refrain from comment or reaction.
  - f. Items identified during the guest(s) participation will be reviewed at the end of the meeting for the next meeting agenda.
  - g. This policy specifically prohibits guest(s) comments in regard to individual student problems, parent complaints about staff, or the airing of any grievance. These items are to be handled through appropriate administrative channels.
4. These procedures for guests shall be communicated to parents in the CSGK newsletter and website.