



Hastings Public School District
ISD #200

206.1 Public participation at School Board Meetings Procedures and Request

Any individual wishing to address the school board must review Policy 206 in its entirety. According to Minnesota Statute 13.09, "A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor."

To address the School Board, read the procedures below, complete the form, and return it to the Superintendent's Office in person at:

ISD 200
1000 W 11th St.
Hastings, MN 55033

The form can also be returned via email to the following address: tludwig@isd200.org no later than 8:00 AM the day before the regularly scheduled board meeting.

If you have documents to handout to the school board, please email the documents to tludwig@isd200.org or bring nine copies to the regular board meeting. If you have any additional questions, please call the Superintendent's office at 651-480-7013.

Public comment at each Regular School Board meeting is an opportunity for residents of the School District to address the School Board. After being recognized by the chair, each individual will identify themselves and the group they represent, if any. Individuals will also state whether or not they are a District 200 resident.

The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of a school board meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.

The School Board will strive to give all district residents an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. The public comment portion of the Regular School Board meeting is considered to be a listening session. Please understand that the board will not directly respond to your comments, but we invite you to follow-up with individual board members, by appointment.

Contact Information

Name: _____ School Board Meeting Date to Address the Board: _____

Home Address: _____
(Street, City, State, Zip Code)

Phone Number: _____ Email Address: _____

If presenting as a group, the board asks the group to select one spokesperson to address the board. Representation:

- Self Only
- Organization: _____ Spokesperson: Self ___ Other ___ : _____
- Other Group: _____ Spokesperson: Self ___ Other ___ : _____

Nature of Request/Comments:

Are your comments related to an agenda item?

Yes - Name the agenda item: _____

No - Topic of comments: _____

What would you like the school board or administration to do in response to your comments?:

What district personnel have you contacted about this issue? (please specify): _____

By signing below, I acknowledge that I have read all of the procedures listed above and have read and understand School District Policy 206 in its entirety.

(Signature)

(Date)