

WESLEY INTERNATIONAL ACADEMY, INC.
BOARD OF DIRECTORS
Public Comment Policy

The Wesley International Academy, Inc. (“WIA”) Board of Directors (“Board”) desires to operate in the most efficient and conscientious manner possible. To that end, the Board adopts this Public Comment Policy:

All community members are welcome to attend the monthly WIA Board meetings. At each meeting, the Board members will be seated around a primary conference table. All guests and other community members are invited to sit in the other seats available throughout the meeting room.

Those community members who have a specific issue they wish to have addressed by the Board, may submit to the Board Chair, in writing, an outline of their issue two (2) weeks prior to any scheduled Board meeting. Such advance notice will give the Board Chair flexibility to reserve time on the agenda and prepare for any discussion of the issue raised.

For any concerns that are raised less than two weeks before a regularly schedule Board meeting, community members should submit a written request to the Board Chair at least 24 hours prior to the meeting with an outline of their issue.

Where advance notice is not able to be given in a timely manner, any member of the community is welcome to speak at the monthly Board meetings during the “public comment” portion of the agenda. In order to accommodate as many community members as possible in the time available, such public comments are limited to 2 minutes per person. Those wishing to comment may sign up in advance of the meeting via the [WIA Board of Directors Meeting Public Comment Sign-up link](#).¹ This online sign-up option closes fifteen minutes before the start of each meeting. Those wishing to speak who do not sign up online in advance of the meeting may sign up in person prior to the beginning of the board meeting.

In order to thoughtfully and thoroughly address all concerns raised, the “public comment” section of the agenda is not fashioned as a question and answer session, but rather an opportunity for community members and stakeholders to share their thoughts and opinions in a respectful manner. The Board reserves the right to withhold immediate discussion of any issue raised. In lieu of an immediate discussion, the Board will respond in a timely manner to the community member presenting an issue. The Board Chair will also have the discretion to include continued public discussion of the issue presented at a later monthly Board meeting.

For all issues raised, in accordance with the Grievance Policy, the Board Chair will have the discretion to determine whether the issue presented may be better addressed by having it first considered by the Principals, Executive Director, or an existing Board committee.

Any time an issue presented will be afforded time on the agenda during a Board meeting, notice will be given to the community member raising the issue at least 24 hours in advance.

¹ <https://docs.google.com/forms/d/e/1FAIpQLSeMU9SyUE5tGnVT0PI7dQ1j-djSJa8v9mn-OgVF5iJBh5iGbA/viewform>