



## Maize Board of Education Q&A

The Maize Board of Education members and Maize USD 266 administrators welcome members of the public to attend and observe the board's public meetings. Following are answers to a few questions intended to explain and educate our community members about the workings and procedures of these meetings. You are welcome to direct additional questions to Board Clerk Robin Brown ([rbrown@usd266.com](mailto:rbrown@usd266.com)) or Director of Communications Lori O'Toole Buselt ([lbuselt@usd266.com](mailto:lbuselt@usd266.com)).

### **Q: When and where does the Maize Board of Education meet?**

**A:** The board meets at 7 p.m. on the second Monday of the month at the Educational Support Center, 905 W. Academy Ave. in Maize, or at a time and location previously announced. The board also reserves the fourth Monday of the month at 7 p.m. for possible meetings. The board, with proper prior announcement, also may call additional meetings.

### **Q: How can I address the Maize Board of Education during a meeting?**

**A:** Visitors are welcome to speak to the board during the Visitor's Comments portion of regular monthly meetings. Those interested in addressing the board must give their name, address and agenda item to Board Clerk Robin Brown ([rbrown@usd266.com](mailto:rbrown@usd266.com).) The Board President will select the time to speak and ask that you limit your comments to 3-4 minutes.

Due to the necessary transition to hosting meetings virtually, anyone wishing to address the board of education may do so in one of two ways:

1. Provide notice, in writing, to Robin Brown ([rbrown@usd266.com](mailto:rbrown@usd266.com)), clerk of the board, at least 2 hours prior to the beginning of the board of education meeting. Once confirmed, the patron will receive instructions on how to join the meeting virtually and address the board of education at the appropriate time.

2. Provide a written statement, no longer than two pages in length, to Robin Brown (rbrown@usd266.com), clerk of the board, at least 24 hours in advance of a regularly scheduled meeting. Each patron comment will be provided to all members of the board of education and will be posted publicly in the public comment section of the meeting minutes.

**Q: How can I find out what the agenda is for an upcoming board meeting?**

**A:** Board meeting agendas, supporting documents and official meeting minutes are posted via the Board Docs portal online at [www.usd266.com/schoolboard](http://www.usd266.com/schoolboard).

**Q: Why can't I address the board or ask questions during other portions of the meeting?**

**A:** While board meetings are open to all members of the public, they are business meetings. According to the Kansas Association of School Boards' "The Kansas Sunshine Laws, Vol. 1, The Kansas Open Meetings Handbook," "The right of the public to view the workings of the board should not be confused with a right to speak at board meetings." Visitors are not permitted to disrupt the workings of public business at the board meetings.

**Q: How can I contact board members outside of meetings?**

**A:** You can find board member bio and contact information in the Board Directory on the district's website at [www.usd266.com/schoolboard](http://www.usd266.com/schoolboard). You also can fill out a digital contact form at [www.usd266.com/schoolboard](http://www.usd266.com/schoolboard) to send board members a message. Contact information is as follows:

- **Jeff Jarman**, President and At-Large Representative
- **Kate Doerksen**, Vice President who represents district's southwest portion
- **Heather Killpatrick-O'Connor**, member who represents the west/northwest portion of the district
- **Shannon Edwards**, member who represents district's southwest portion
- **Farris Jibril**, member who represents the east portion of the district
- **Bruce Nicholson**, member who represents the east portion of the district
- **Richard Stiverson**, member who represents the west/northwest portion of the district

**Q: May members of the media attend the board meetings?**

**A:** Members of the media, along with any community members, may attend the Maize Board of Education's public meetings. Any attendees may record, using video and/or audio devices, the public meetings. Media, just like any other meeting guests, are not permitted access to the board's executive sessions, which pertain to topics as set forth in Kansas law. (For a full

description and additional information, please refer to the Kansas Open Meetings Act, K.S.A. 75-4317 through 75-4320a).

**Q: What are BOE executive sessions?**

**A:** The Maize Board of Education abides by the Kansas Association of School Boards' handbook, which says, "Only board members have the absolute right to be present in an executive session. All others must be asked, including the superintendent." The board indicates during the public portions of its meetings before its executive session the purpose of that executive session, how long members will be in executive session and who, if anyone in addition to the elected board members, will join them. Should the board take action, that is done so after the executive session portion of the meeting when the board meets again in a public meeting setting. Executive sessions may address:

- Personnel matters for nonelected personnel.
- Consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship.
- Matters relating to employer-employee negotiations.
- Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts and individual proprietorships.
- Matters relating to actions adversely or favorably affecting a person as a student.
- Preliminary discussions relating to the acquisition of real property.
- Matters relating to security measures, if the discussion of such matters at an open meeting would jeopardize such security measures, that protect specific systems, facilities or equipment.

**Q: How can I learn more?**

**A:** For additional details about the Kansas Open Meetings Act, please visit the Kansas Attorney General's Frequently Asked Questions about the Kansas Open Meetings Act page online at <https://ag.ks.gov/open-government/koma-faq>.