



Procedures to Ensure a Safe and Orderly Board Meeting

Ankeny Community School District

The Board recognizes the importance of citizen participation and encourages the community to participate in district matters. To accommodate community members who may wish to participate in a Board of Education meeting and to ensure a safe and orderly environment for all, the following steps will be taken:

Location: To allow for additional seating, the meetings will be moved to Prairie Ridge Middle School (1010 NW Prairie Ridge Drive) until the renovation project at the District Office is completed. Please park in the east parking lots (outside of the tennis courts), which can be accessed off of Ash Drive. Please do not park in the lots accessed off of NW Prairie Ridge Drive.

Remote Viewing: The meetings will be livestreamed and available via the district's YouTube channel: www.youtube.com/AnkenySchools.

Public Comment: To balance a commitment to hearing from the public with a need to conduct the business of the district in an orderly way, up to two (2) hours of public comment will be allowed at the board meeting. Each speaker will be allowed up to three (3) minutes of time to address the board. Speakers will be heard in the order they request to make public comment. Information on how to make public comment at a board meeting is available on the district website <https://bit.ly/AnkenySchoolBoard>. The Board reserves the right to alter public comment parameters as needed, in alignment with law.

Recording and Photography: Under Iowa law, "the public may use cameras or recording devices at any open session. Nothing in this chapter shall prevent a governmental body from making and enforcing reasonable rules for the conduct of its meetings to assure those meetings are orderly, and free from interference or interruption by spectators." Those attending the meeting are reminded of this and asked to ensure any recording or photography does not detract from the safety of the group or otherwise hinder the ability of those in attendance to participate in the meeting.

Entrance Procedures: Please enter via the East entrance marked "Student Entrance." Individuals attending the meeting will need to open their purses, bags, briefcases, camera bags, diaper bags, boxes, containers, carts, strollers, and/or other items that may be used for carrying materials for inspection before entering the venue. To expedite the entry process, those attending the meeting are encouraged to limit the number of personal items they bring to the meeting.

Members of the public are reminded that animals (other than service animals), alcohol, drugs, and weapons and/or look-alike items are prohibited on district property. These items and others that, in the discretion of security personnel, may pose a security risk may be confiscated before entry to the meeting is granted. No check-in area will be available for community members to store any prohibited items while at the meeting.

Media: It is possible that members of the press will be present at board meetings. Participants are reminded that the rules of decorum and order apply to interactions between the press and members of the community. Members of the media should contact the Ankeny Community School District's Communications Department at samantha.aukes@ankenyschools.org to notify the district of their attendance. A staging area inside the Prairie Ridge Middle School gymnasium will be roped off for media in attendance.

Security: Private security will be present at the meeting. Members of the public are expected to follow directions given by these public safety officials to ensure a professional and productive meeting.

While we anticipate safe and orderly meetings, the public is reminded that, under Iowa Code, willful disturbance and disorderly conduct are criminal offenses and law enforcement will treat them as such.