



April 11, 2026

Board Meetings and Public Participation

The Board of Directors of Cincinnati Classical Academy holds regular monthly meetings, and meeting dates and locations are published in advance on the school's website. The purpose of Board meetings is to conduct Board business, and as such, the only participants in the meeting are the appointed and *ex officio* Board members. Others may be invited to participate in meeting proceedings at the discretion of the Chair, and only after the Chair's recognition.

The Board welcomes attendance by members of the school community and the public at large. The public has the opportunity to address the Board at each meeting, with a speaking time limit of three minutes, and can do so by completing a "Request To Speak" form. Members of the public are also welcome to submit comments or supporting materials in writing. During public comment, comments must be directed to the Board, and not other meeting attendees, and they must be pertinent to school business. At the Chair's discretion, the Board may or may not choose to address comments. Apart from this speaking opportunity, guests and members of the public are asked to participate as observers only.

Frequently Asked Questions

1. What is the purpose of the Board of Directors?

The Board serves as the ultimate guardian of the school's mission, on behalf of the school community and the Ohio public, as established in its founding documents, charter contract, and other legal obligations. As the school's Governing Authority, the Board holds the highest level of accountability. It is legally and ethically responsible for ensuring the school operates with integrity, financial soundness, and in faithful pursuit of its educational mission. The Board delegates authority to the Headmaster and his staff to execute the mission, implement school procedures and programs, and manage operations.

2. What is the difference between Governance and Management?

The Board and the school staff, led by the Headmaster, have distinctly different roles. The Board's purpose is governance, while the Headmaster directs school management. Governance involves establishing the mission and objectives for the school and then evaluating the performance of management in achieving those ends. Management, by contrast, concerns the particular programs and procedures (that is, the day-to-day decisions) for how the Board-established mission is achieved. This includes hiring staff, designing curriculum, establishing programs,

managing facilities, and running all other operations. This difference between governance and management is not trivial or academic; rather, it is foundational in establishing clear communications, lines of responsibility, and ultimately, effective school leadership.

3. What is the purpose of allowing public comment at Board meetings?

The Board chooses to allow public comment during meetings, despite having no legal obligation to do so. Public comment at Board meetings is an opportunity for community members to address the Board on matters concerning Board business and governance responsibilities (see above). Concerns related to school operations, staff, programs, or individual student matters are best directed to the school staff/administration and will be referred accordingly. As stated in the Student-Family Handbook, "The role of the Board is to oversee the school but *not* to manage its daily affairs, so the Board will generally defer to the Headmaster to address questions, complaints, and grievances brought to the attention of school leadership."

While not common, the Board may choose to address matters raised in public comments through written directives or policy modifications. The decision to do so is a matter of Board discretion based on its governance philosophy and the best interests of the school and its mission.

Public comment can also provide valuable information to help the Board fulfill its purpose in evaluating how well the school is achieving the Board-prescribed ends (i.e., the school's mission). Public comment is one source of information among very many. By welcoming public comment, the Board aims to foster a culture of constructive engagement and community participation.

4. Should I expect the board to respond to public comments? Will the Board address public comments in future board meetings?

It is not customary practice for the Board to respond to public comments at Board meetings. The principal reason is that most comments and suggestions offered concern operational matters of school management that fall under the authority of the Headmaster and his staff, as explained above. That is, they do not directly concern the governance purpose of the Board.

To achieve its purpose, the Board must be disciplined in not reacting to community input and not interfering with operational and managerial matters, even when concerns are reasonable or consequential. With this discipline properly exercised, Board members have no greater authority on matters of operations and management than do any members of the public. With a less disciplined approach and a reactionary Board, the trust and lines of authority that make for excellence in school leadership would be compromised.

In addition, there is usually insufficient material and evidence provided in public comment to allow proper consideration of matters that are raised. The Board deliberates matters only after they have been properly researched and deemed relevant to the Board's governance function, and only after relevant materials have been disseminated with opportunity for advance consideration. The matter then must be placed on the Board's meeting agenda and be adopted by a majority Board vote. In other words, Board discussions are deliberate, and caution is taken to avoid distraction from prospectively determined business.

5. How should I bring matters of concern to the school's attention?

Parents and members of the public should share their concerns following the grievance procedures specified in the Student-Family Handbook. The procedure follows a chain of command, beginning with the staff member most directly involved in the matter and proceeding through higher levels if the issue remains unresolved. Those most directly concerned should have the opportunity to resolve the matter first, as they have the greatest knowledge and responsibility for the situation.

If a concern cannot be satisfactorily resolved through the chain of command, it may then be referred to the Board, preferably in writing. Such communication should include the facts and circumstances of the matter, pertinent evidence, and a history of how solutions were sought through the chain of command. However, the Board kindly requests that community members refrain from approaching the Board with concerns before resolution has been sought through the chain of command.