

283—1.2(261) Organization and operations.

1.2(1) *Location.* The location and mailing address of the commission are posted on the Iowa department of education website (educateiowa.gov).

1.2(2) *The commission board.* The commission board's membership is governed by Iowa Code section 256.176.

1.2(3) *Commission board meetings.*

a. A quorum is governed by Iowa Code section 17A.2(1).

b. A specific time is set aside at each meeting for the public to address the commission board. As a general guideline, a limit of five minutes will be allocated for each of these presentations. If a large group seeks to address a specific issue, the chairperson may limit the number of speakers. Members of the public who wish to address the commission board during this portion of the meeting are required to notify the commission's administrative secretary prior to the meeting. The person's name and the subject of the person's remarks must be provided. To accommodate maximum public participation, members of the public are encouraged to submit requests at least 72 hours in advance of the meeting.

1.2(4) *Commission.* The commission is established by Iowa Code section 256.176 to perform the function and duties set forth in Iowa Code chapter 256, subchapter VII, part 4; Iowa Code chapter 261B; other Iowa Code provisions; and the Iowa Administrative Code. The commission exists as a bureau within the organizational structure of the Iowa department of education.

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