



Independence Board of Ed & Mayoral Candidates' Forum

October 24, 2007

Board of Education Agenda:

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| 6:30 - 6:55 PM | Candidates sign in; Audience assembles |
| 6:55 PM | Board Candidates assemble |
| 7:00 PM | Pledge of Allegiance; Greetings; Ground Rules read; Introduction of Moderator(s) & others |
| 7:05 PM | Introduction of Board Candidates; Opening Statements (3 candidates, 4 minutes each) |
| 7:20 PM | Questions - submitted by candidates, one per candidate (3 candidates, 2 minutes each) |
| 7:30 PM | Questions - from the floor, one per candidate (3 candidates, 2 minutes each) |
| 7:40 PM | Closing Statements (3 candidates, 1 minute each) |
| 7:45 PM | Thanks to candidates |
| 7:45 - 8:00 | Break - Refreshments |

Note: Agenda may be modified as circumstances warrant (fewer candidates, non-use of time allotted by candidates, lack of questions, etc.)



Mayoral Agenda:

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| 7:45 PM | Candidates sign in; Refreshments served |
| 7:55 PM | Mayoral Candidates assemble |
| 8:00 PM | Greetings; Ground Rules read; Introduction of Moderator(s) & others |
| 8:05 PM | Introduction of Mayoral Candidates; Opening Statements (4 candidates, 5 minutes each) |
| 8:25 PM | Questions - submitted by candidates, one per candidate (4 candidates, 2 minutes each) |
| 8:35 PM | Questions - from the floor, one per candidate (4 candidates, 2 minutes each) |
| 8:45 PM | Questions - from the floor, one per candidate (4 candidates, 2 minutes each) |
| 8:55 PM | Closing Statements (4 candidates, 3 minutes each) |
| 9:15 PM | Thanks to candidates |
| 9:15 - 9:30 PM | Adjournment; Refreshments |

Note: Agenda may be modified as circumstances warrant (fewer candidates, non-use of time allotted by candidates, lack of questions, etc.)



Board of Education and Mayoral Forum: Ground Rules

TIME LIMITS OF RESPONSES – BOARD OF EDUCATION

1. Round 1: Opening Statement = 4 minutes
2. Round 2: Response to Candidate-Submitted Questions = 2 minutes
3. Round 3: Response to Questions from the Floor = 2 minutes
4. Round 4: Closing Statement = 1 minute
5. Timekeeper will provide warnings at: 1 minute, 30 seconds, and at time expiration

TIME LIMITS OF RESPONSES – MAYORAL

1. Round 1: Opening Statement = 5 minutes
2. Round 2: Response to Candidate-Submitted Questions = 2 minutes
3. Round 3: Response to Questions from the Floor = 2 minutes
4. Round 4: Response to Questions from the Floor = 2 minutes
5. Round 5: Closing Statement = 3 minutes
6. Timekeeper will provide warnings at: 1 minute, 30 seconds, and at time expiration

ORDER OF RESPONSES

1. The order of Round 1 will be determined by drawing prior to the start of the forum.
2. The order of subsequent rounds will rotate through the candidates, in turn.

CANDIDATE-SUBMITTED QUESTIONS

1. The Moderator will ask each candidate one question, in turn. Each question shall be directed to one candidate only.
2. Candidates may direct their responses to the Moderator or the audience, **but shall not direct responses to other candidates**. Note: In order to keep the forum a positive experience, we ask for each candidate's pledge of cooperation on this rule.

QUESTIONS FROM THE FLOOR

1. Questions must be submitted in writing and may be directed to a specific candidate. The author of question must sign the question. Questions not directed to a specific candidate will be placed in a pool of questions to be randomly assigned to candidates without directed questions.
2. Questions will be handed to a floor usher who will present them to the IHA screening committee to prevent duplication and/or slander. Screening committee rulings regarding questions and their distribution is final.
3. Moderator will ask each candidate one question, in turn. The author of the question must stand while the question is read.
4. Candidates may direct their responses to the Moderator or the audience, **but shall not direct responses to other candidates**.
5. Time limitations may prevent the asking of all questions submitted.



IN THE EVENT A CANDIDATE DOES NOT ATTEND

1. No one may speak in the candidate's place. The Moderator may read a brief explanation of the candidate's absence.
2. The Forum will proceed (with modified times) with the candidates present.

CAMPAIGN MATERIAL

1. Campaign material (literature, sign, buttons, etc.) may **not** be distributed before or during the forum. No campaign material will be permitted in the Oak Rooms before or during the forum.
2. Candidates and supporters are welcome to distribute campaign material AFTER the meeting is adjourned.