

Guidelines for Public Meeting Conduct and Presentations by Citizens

The Strasburg School District 31J Board of Education values the input of citizens in making important decisions that affect Strasburg's children. We also believe in the right of citizens to observe Board meetings.

To ensure citizens have an opportunity to attend School Board meetings and offer citizen comment, and to ensure that the Board can conduct the important business of the District, speakers must observe certain basic rules of conduct.

Generally, School Board Members do not respond to public comment during the meeting. The Board will listen to all presentations and direct the Superintendent to follow-up on the item for future discussion.

The following guidelines apply to all public comment.

1. Individuals wanting to be included on the Board agenda must meet with the Superintendent at least 24 hours prior to the scheduled Board meeting.
2. Under no circumstance will students be identified by name in open session. Using a student's name will result in the Board President terminating the speaker's statement.
3. All members of the public attending School Board meetings must treat each other and the Board with respect. All presenters must comply with FERPA regulations.
4. Individuals are not permitted to engage in conduct that interferes with the ability of other citizens to watch the Board meetings, interferes with the ability of other citizens to offer citizen comment to the Board, or interferes with the ability of the Board to conduct its business.
5. The public may not use videos or Power Point presentations to accompany their testimony.
6. Members of the public who intend to offer public comment to the Board must sign up for comment with the Superintendent before each Board meeting. The Board President has discretion to call on those who have signed up and set the order of speakers (District students should identify themselves as such and they will be called upon first).
7. Individuals who sign up to testify to the Board must indicate the topic of their intended testimony.
8. The Board President may request a spokesperson for a group that shares common concerns.
9. Individuals offering citizen comment must stand at the podium designated for their use.
10. Prior to beginning any testimony, individuals must state their full name, spell their last name, home address, and reason for wishing to speak.
11. Each citizen must limit his or her comments to one three minute presentation during the meeting to allow sufficient time for others to also offer citizen comment and for the Board to conduct its business.
12. Individuals offering citizen comments are not permitted to make personal attacks on any individual.
13. Individuals who address personalities rather than issues will not be heard.
14. The Board President may interrupt, warn or terminate a speaker's statement that is unrelated to the business of the school district, is inappropriate for PK-12 students, or is disruptive to an orderly, productive meeting.

All presenters must sign this form that they have read the guidelines and will adhere to them before they are allowed to make a presentation.

Signature

Date