



## Addressing the Board

The Board of Education of L'Anse Creuse Public Schools has adopted the following guidelines for public participation at school board meetings. The agenda for all public meetings include a designated time called "Hearing of School District Patrons" for public comment.

**If you wish to address the Board during a Board of Education meeting, please note the following guidelines:**

- Individuals may speak to the Board during the Hearing of District Patrons.
- Each speaker needs to identify him/herself by name and address.
- Speakers need to limit their comments to 5 minutes and will be notified by a timer when their time is up. The Board has designated 30 minutes for public comment at the beginning of the meeting. If you were unable to speak in the first public comment portion of the meeting, the Board will provide additional time at the end of the meeting for public comment. The order of speakers will be determined by the Secretary.
- If the speaker represents an organization or group, he/she should indicate whether the comments represent the official view of the organization or are his/her personal comments.
- If a delegation is present to address the board, the delegation may be asked to select up to 5 representatives to speak on its behalf for a total of not more than 15 minutes.
- Written statements should be given to the Board Secretary and are considered public documents
- If you wish to state a complaint against a Board member, employee or student, an initial allegation is permitted. Thereafter, the affected individual may request that further discussion takes place in a closed session (Pursuant to the Open Meetings Act.). If the affected individual is not present, a written statement may be submitted to the Board or the public comment will be rescheduled to a board meeting at which the affected individual will be in attendance.
- In general, issues brought to the Board's attention will be referred to the Superintendent for investigation and study and a response will be provided at a later date.

*These guidelines are based on the Requirements for Open Meetings under Section 5 of the Open Meetings Act and Board Operating Procedures.*