

PUBLIC PARTICIPATION AT BOARD MEETINGS

Individuals who wish to participate with the public comment section of the agenda are to register with the district clerk in advance to the meeting's start. A speaker sign-in sheet will document the speaker's name, topic, whether or not that topic is on the agenda and daytime telephone of the speaker [in the event that follow-up is appropriate].

The district clerk will assemble and have 'at the ready' such a clipboard with a speaker sign-in sheet at each meeting.

The board president will examine the completed speaker sign-in sheet list just prior the start of the meeting. The board president will estimate and announce an equitable amount of time either per speaker or for the entire public comment session, such as up to three minutes of speaking time per person if there are five individuals requesting the opportunity to comment. If more than several individuals desire to offer public comment to the school board, priority will be given to providing time for public comments pertaining to agenda items.

Generally, the early evening public comment section of the agenda will be limited to approximately 15 minutes, maximum, as set by the board president, with the entire time intended for members listening to public comments from others, thereby maximizing the amount of time available for the school board to receive comments, suggestions and perceptions. Board response to or discussion of public comments offered will be at any appropriate time during the meeting other than during the time reserved for public comment to be received, unless for an appropriate exception identified by the board president, in consultation with the board membership.

A suitable timer instrument will be provided to the board president by the district clerk.

Success of the protocol will be dependent, in part, on consistent implementation by the board and the board's president, as to avoid inequity or a seemingly unending public comment period that could otherwise delay, beyond a reasonable point, other aspects of the evening's agenda.

Ref: Matter of Martin, 32 EDR 381 (1992)
Appeal of Wittenben, 31 EDR 375 (1992)
Matter of Kramer, 72 EDR 114 (1951)
NYS Department of State, Committee on Open Government, OML-AO-#2696 (Jan. 8, 1997) and OML-AO-#2717 (Feb. 27, 1997)

Adoption date: February 12, 2008