

PUBLIC PARTICIPATION AT BOARD MEETINGS

Board meetings are conducted for the purpose of carrying on the official business of the school system. All meetings of the Scarborough Board of Education are open to the public. The public is cordially invited to attend and participate in Board meetings as provided in this policy. This policy applies only to meetings of the full Board, not to meetings of Board subcommittees.

Although Board meetings are not public forums, the Board will provide appropriate opportunities at its meetings for members of the public to express opinions and concerns related to the matters concerning education and the Scarborough Public Schools. The intent is to allow a fair and adequate opportunity for the public to be heard while ensuring that the time allowed for public discussion does not interfere with the fulfillment of the scheduled agenda.

The Board will designate a portion of its agenda as an opportunity for public comment. During the time allotted for public comment, members of the public may speak on any subject directly related to the operations of the schools, except for personal matters or complaints concerning specific employees or students, which shall be addressed through established policies and procedures.

Members of the public may address the Board within the guidelines provided in this policy. The Chair shall be responsible for maintaining proper order and compliance with these guidelines.

The following guidelines shall apply to public participation at Board meetings.

- A. Individuals are welcome to make public comment as provided in this policy. Individual employees and/or employee groups will not be permitted to discuss matters for which complaint or grievance procedures are provided.
- B. Each individual public comment is limited to a period of three minutes.
- C. In the event of a sizeable audience, the Chair may require persons interested in speaking to sign up so they may be called on in a fair and efficient manner.
- D. During the time set aside for public comment, the Chair will be responsible for recognizing all speakers, who must identify themselves by their full name prior to being recognized by the Chair.
- E. All speakers are to address the Chair, and direct questions or comments to particular Board members or the Superintendent only with approval of the Chair. Requests for information or concerns that require further research may be referred to the Superintendent to be addressed at a later time.
- F. Speakers are not permitted to share gossip, make defamatory comments, or use abusive or vulgar language towards anyone.

- G. No complaints or allegations will be allowed at Board meetings concerning any person employed by the school system or against particular students.

Personal matters or complaints concerning student or staff issues will not be considered in a public meeting but will be referred through established policies and procedures.

- H. In order to make efficient use of meeting time, the Board discourages duplication or repetition of comments to the Board. The Board requests that groups or organizations be represented by designated spokespersons.

- J. The Chair has the authority to stop any presentation that violates these guidelines or the privacy rights of others.

- K. Persons who disrupt the meeting may be asked to leave, and the Chair may request law enforcement assistance as necessary to restore order.

An agenda shall be published in advance of each meeting in accordance with Board policy. Copies will be posted prior to regular meetings on the school unit's website. Anyone desiring additional information about an agenda item should direct such inquiries to the Office of the Superintendent.

Opportunity for public comment at Board committee meetings is not required but may be permitted at the discretion of the committee chair and will meet the expectations of this policy.

Legal Reference: 1 MRSA § 401 et seq.
20 MRSA §1001(20)

Cross Reference: BDE - Board Standing Committees
BEC – Executive Session
BEDA – Notification of Board Meetings
BEDB – Agenda
BEDD – Rules of Order
KE – Public Concerns and Complaints

Revised: November 30, 2017
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