

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

School Committee meetings are scheduled for the purpose of conducting the official business of the District. All regular, special, and emergency meetings of the School Committee are open to the public. The public is cordially invited to attend and to participate in School Committee meetings as provided for in this policy.

Although School Committee meetings are not public forums, the School Committee will provide appropriate opportunities for citizens to express opinions and concerns related to the matters under consideration by the School Committee. The intent is to allow a fair and adequate opportunity for the public to be heard and to provide adequate time for the School Committee to obtain information and opinion on subjects, while ensuring that the time allowed for public discussion does not interfere with the fulfillment of the scheduled agenda.

During the time allotted for public participation, 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 School Committee 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 School Committee meetings.

- A. Citizens and employees of the District are welcome to participate as provided in this policy. Others may be recognized to speak at the Chair's discretion. Individual employees and/or employee groups will not be permitted to discuss matters for which complaint or grievance procedures are provided.
- B. The Chair may limit the time allotted for comments on a particular topic as well as the time each individual may speak.
- C. In the event of a sizeable audience, the Chair may require that persons interested in speaking sign up so they may be called on in a fair and efficient manner.
- D. During the time set aside for public participation, the Chair will be responsible for recognizing all speakers, who must identify themselves before they begin to speak.
- E. Speakers are not permitted to share gossip, make defamatory comments, or use abusive or vulgar language.
- F. All speakers are to address the Chair and direct questions or comments to particular School Committee 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.
- G. Members of the School Committee and the Superintendent may ask questions of any person who addresses the School Committee but are expected to refrain from arguing or debating issues. Questions must be addressed through the Chair.
- H. No complaints or allegations will be allowed at School Committee meetings concerning any person employed by the District 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.

- I. In order to make efficient use of meeting time, the School Committee discourages duplication or repetition of comments to the Committee. The Committee requests that groups or organizations be represented by designated spokes persons.
- 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. 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 School Committee policy. Copies will be posted and/or available prior to regular meetings at the Superintendent's office, in each school, Wells and Ogunquit town halls, Wells and Ogunquit public libraries, and the Wells, Ogunquit and Moody post offices. Anyone desiring additional information about an agenda item should direct such inquiries to the Superintendent of Schools.

Legal Reference: 1 MRSA § 401 et seq.

Adopted by the Wells-Ogunquit C.S.D. School Committee:	12/05/84
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