

# NAZARETH AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC PARTICIPATION IN  
BOARD MEETINGS

ADOPTED: APRIL 25, 2005

REVISED: NOVEMBER 21, 2011

903. PUBLIC PARTICIPATION IN BOARD MEETINGS	
<p>1. Purpose 65 P.S. 701 et seq</p>	<p>The Board recognizes the value to school governance of public comment from the residents of the Nazareth Area School District on educational issues and the importance of involving members of the public in Board meetings. The Board also recognizes its responsibility for proper governance of the District and the need to conduct its business in an orderly and efficient manner.</p>
<p>2. Authority 65 P.S. 710.1</p>	<p>In order to permit fair and orderly expression of public comment, the Board will provide a period for public participation at every public meeting of the Board and will formulate rules to govern such public participation in Board meetings.</p> <p>When a member of the public is addressing the Board on an agenda item or during community corner, each speaker is entitled to up to three (3) minutes.</p>
<p>3. Guidelines Pol. 906</p>	<p>Complaints about individual students or staff members, or criticism or remarks about problems involving such individuals, must first be brought to the attention of the Superintendent or other appropriate staff member in accordance with the procedures set forth in Board policy. First-time discussion of such matters is not permitted during the public comment period. This is necessary to allow the Administration an opportunity to investigate, verify the facts, and resolve such matters in a way that safeguards confidential information and the privacy of those concerned. If the required administrative complaint procedures have been exhausted without resolving the problem, the Board may allow comment at any appropriate meeting or executive session.</p> <p>Board meetings are open to the public. The Board requires that public participants (those wishing to speak) be residents of this District or anyone representing a group in the community or School District; any representative of a firm eligible to bid on materials or services solicited by the Board; any District employee; or any District student. The following procedure will be used for those persons, identified in the group above, wishing to address the Board:</p>

1. Public participants wishing to address the Board on agenda items may sign the *Request to Speak* form, located on the sign-in table. Additional speakers should sign in and will be recognized by the Board President. Meetings are normally scheduled to begin at 7:30 p.m., and are held in the Walter L. Peters Board Room, unless there is a public notice of a time and location change. All public participants will be required as they sign in to provide their name, address, and statement of agenda item they would like to discuss. The Board Secretary will then present the *Request To Speak* form to the Board President. Prior to the public participants addressing the Board, the Board President will review the guidelines. The Board reserves the right to limit discussion on any items by any member of the public.

Public participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, and group affiliation if applicable.

No public participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.

All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The presiding officer may:

1. Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.
2. Request any individual to leave the meeting when that person does not observe reasonable decorum.
3. Request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.
4. Call a recess or adjourn to another time when the lack of public decorum interferes with the orderly conduct of the meeting.
5. Waive these rules with the approval of the Board.

No placards or banners will be permitted within the meeting room.

<p>PA Statute 65 P.S. Sec. 701 et seq</p> <p>Board Policy 006, 906</p>	<p>The meeting agenda is available for review by the public and the media the Friday before the next regularly scheduled Board Meeting. All pertinent documents will be attached as PDF files. A summary of the agenda will be placed on the sign-in table for public and media review. Each speaker will be required to sign a statement that they have read this policy, are a resident of the District, and understand the guidelines as set forth in this policy. Failure to comply with the guidelines may result in the loss of future opportunities to speak before the Board.</p>
--	---