

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the Granby School Committee shall be open to the public. Executive sessions will be closed to the public and held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee desires citizens of the District to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear the wishes and ideas of the public.

Therefore, the Committee has set aside a period of time at each School Committee meeting to hear from the public on issues that affect the school district and are within the scope of the Committee's responsibilities.

Public Comment is not a discussion, debate, or dialogue between or among citizens and the School Committee. Rather, it is intended to offer citizens an opportunity to express their opinion on issues of School Committee business. While the Committee and/or administrators will not typically respond to citizen comments or questions posed at Public Comment, the Chair, as presiding officer of the meeting, may answer or request an answer to a question if s/he deems it expeditious. Further, should the Chair believe that an issue or question falls outside the purview of the School Committee, s/he may request that citizens direct it to the appropriate person or body so that the matter is given proper consideration.

In order that all citizens who wish to be heard before the Committee have an opportunity and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. The School Committee will have a 15-minute Public Comment section at each School Committee meeting, which shall generally follow the opening of the meeting. The presiding Chairperson may permit extension of this time limit.
2. A sign-up sheet will be available as people enter the meeting, and people will speak in the order they sign up, unless more than one person wishes to speak on a single topic, in which case the Chair may call on them together.
3. Any citizen wishing to speak before the Committee shall identify themselves by name and address and shall speak for no longer than three (3) minutes. A statement may be presented to the Committee in writing, before or after the meeting for the Committee members' review and consideration at an appropriate time. Written statement may be read as long as the statement is not longer than three (3) minutes.
4. Speakers may include Granby residents, a parent or guardian of a Granby Public Schools student, any Granby Public Schools student, and Town of Granby employees.

5. Speakers may offer constructive feedback/comments or bring up questions on topics included in the meeting agenda; items related to school operations and programs; or other subjects that are within the scope of responsibility of the School Committee.
6. In public session the Committee will not hear personal charges or complaints of school personnel nor against any member of the school community, or members of the public.
7. All citizens shall speak to the full Committee through the Chair and shall not address individual members or administrators. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the School Committee. The Chair shall rule out of order any individual who fails to honor these rules and procedures or who addresses a matter inappropriate for public comment.
8. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chair may terminate that individual's privilege of address.
9. Committee members may direct questions to the speaker through the Chair in order to clarify comments of the speaker. Responses to questions raised by a speaker may be allowed at the Chair's discretion.
10. On those issues that can be resolved by directing citizens to the appropriate staff, the Superintendent or Chair will advise the citizen of appropriate steps to take.
11. Under no circumstances will the Committee vote upon any matter brought to its attention during the Public Participation portion of the agenda unless the issue in question was previously scheduled on the agenda for a vote.

Revised September 22, 2014

Revised February 7, 2005

Adopted October 6, 2003

