



Public Comment Process and Guidelines

1. Those interested in sharing public comment will be asked to use our sign-up sheet in-person or present their name in the chat on Zoom, as well as include their relationship to the school (if any), and a brief note on the topic you'd like to cover.
 - a. When called upon, you will be asked to state this information for the record.
2. Written comments are acceptable, and if received prior to the board meeting, receipt will be acknowledged on the record. Any necessary follow up will occur after the board meeting by the appropriate party (ex: admin, board committee, board chair, etc...).
 - a. The individual's name, as well as their relationship to the school (if any), and a brief note on the topic you'd like to cover
3. The opportunity to share public comment will follow the order of the in-person sign-up sheet and then the sequence of names in the Zoom chat.
4. By law, public comment must be presented at the beginning of the board meeting.
5. Public comment is limited to no more than 3-minutes per participant.
 - a. Our board reserves the right to adjust this time limit to be less than 3 minutes if we have a large number of public comment sign ups.
6. Public comment is a forum to listen. The board will not answer questions nor engage in dialog related to what is shared during the meeting; however, if follow up is required, it will occur after the board meeting by the appropriate party (ex: admin, board committee, board chair, etc...)
7. To ensure a protected space for the FSMA community, speakers are asked to anonymize their feedback and not reference administrators, students, teachers, staff or board members by name during their comments.

8. Those providing public comment are expected to deliver their message in a courteous and respectful fashion. There is zero tolerance for profanity and/or hateful remarks about any individual or group in this forum.