

**Title: Governing Board Meetings Public Comments Policy\***

**Number: 1.0**

**Status: Draft**

**Owner: Governance Committee**

**Last Revised: 1-9-17**

The Chamblee Charter High School governing board maintains the following policy on public testimony during board meetings:

1. The opportunity to provide public comment is limited to District parents, students, residents, employees, businesses, and organizations.
2. Before addressing the Board, individuals are urged to seek a satisfactory solution to their concerns by following the proper staff and administrative channels.
3. Individuals wishing to speak are encouraged to submit their name and topic of concern to the Chair prior to the beginning of the monthly board meeting. Topics submitted to the Chair in advance will be given priority over topics not so submitted.
4. Speakers shall have a maximum of three (3) minutes each and must stop speaking promptly when their time is up.
5. To allow time for the Board's other business, the public comment period will be a maximum of half an hour or 10 speakers. At the Board's discretion, the comment period may be extended for a specified amount of time or a specific number of additional speakers.
6. To allow the Board to receive input from as many stakeholders as possible, individuals who speak during a Board meeting one month may only speak at the next month's meeting if there are spaces remaining after all non-repeating speakers have signed up.
7. Speakers should be courteous and professional. Speakers may offer objective criticisms of school operations and programs, but the Board will not hear complaints about specific personnel or individuals connected with the District in a public session. Other channels provide a more appropriate forum for consideration and resolution of legitimate complaints involving individuals.
8. Individuals will not be denied the opportunity to address the Board on the basis of their viewpoint. However, the Board will not allow abusive language, threats, comments, jeers, applause, or shouts from the floor. Disruptive persons will be asked to leave the meeting room. The presiding officer may terminate public comments that are profane, vulgar, defamatory, or disruptive.

9. Speakers may not address confidential student or personnel matters, but may submit such concerns to the Principal in writing.
10. Speakers are encouraged to provide the Board with a written copy of their comments and other appropriate supporting documentation.
11. The public comments forum is designed to gain input from the public and not for immediate responses by the Board. While the Board cannot assure each speaker of a specific or individualized response, the Board will consider the public comments and any supporting materials provided by speakers.
12. In its discretion and as deemed appropriate, the Board may allow for public comment during Committee of the Whole meetings and, in such case, shall then establish procedures for public participation. In addition to any applicable guidelines above, comments of speakers must be germane to the topic and issues before the Committee of the Whole.

\*Adapted from DeKalb County School District Policy BCBI: Public Participation in Board Meetings:

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