

PUBLIC COMMENT GUIDELINES

Welcome to the Murray Community School District. All Board meetings, work sessions, and committee meetings are open to the public. During Board meetings, there is an opportunity for members of the public to address the Board during the public comment portion of the Board meeting consistent with Board policy and the law. The Board President conducts meetings of the Board and will adhere to guidelines set in place by Board policy and the law.

In order for the Board to provide the opportunity for public comment and conduct its business efficiently, the Board has adopted the following guidelines for individuals who wish to address the Board during the public comment portion of the Board meeting:

- Individuals who wish to address the Board should complete a speaker's public forum form available in the school office a week prior to the board meeting. The form will include their name, address and topic they wish to speak on.
- Prior to the beginning of the Board meeting, the speaker's form will be provided to the Board. During the public comment portion of the Board meeting, the Board president will recognize individuals who have completed the speaker's form to address the Board.
- Once recognized to speak, the speaker should address the Board from the place designated by the Board and should clearly state their name, address, and topic on which they wish to speak. The speaker will be limited to three (3) minutes to address the board. A timer will be used to inform the speaker when their allotted time has expired.
- Please remember confidential student or staff information should not be shared in a public meeting.
- Comments made from the audience shall be considered out of order.
- All people will be treated with respect and disruptive behavior will not be tolerated. Individuals who conduct themselves in a way where their conduct/actions are not consistent with the guidelines set out for public comment and general decorum for a public meeting they will be informed by the Board President that they are out of order and if they want to continue, they will need to change their conduct and/or actions. If after being informed their conduct/actions are out of order and they do not change, they will be informed their conduct/actions are in violation of Board policy governing public conduct on school premises and will be asked to leave the meeting. If the individual refuses to leave the meeting after being asked to do so, the Board will ask law enforcement to remove the individual from the premises.
- Board members are not permitted to respond to speaker comments because by doing so, they could violate the Iowa open meeting law.