

### Mt. Loafer Elementary School, School Community Council Public Participation Policy

In order to assure that the Mt. Loafer Elementary School Community Council conducts its Meetings properly and efficiently, the Mt. Loafer Elementary School Community Council adopts the following rules and procedures pertaining to public participation at Mt. Loafer Elementary School Community Council Meetings:

Patrons who wish to address the Mt. Loafer Elementary School Community Council must sign up prior to the start of the Regular Mt. Loafer Elementary School Community Council Meeting in the school's main office no less than twenty-four (24) hours prior to the start of the Meeting. Patrons shall list their name, the topic they wish to address, and whether they are representing themselves or a group.

If several individuals are concerned with the same issue, they should select a spokesperson to address their views. In the interest of time, the Mt. Loafer Elementary School Community Council may limit cumulative and repetitive information.

Comments are limited to three (3) minutes for each individual unless the person is speaking on behalf of a group, in which case the comments are limited to five (5) minutes. The School may time speakers to ensure compliance with this provision.

To ensure sufficient time to conduct its business, the Mt. Loafer Elementary School Community Council Chairperson or other presiding officer may limit the number of patrons allowed to address the Mt. Loafer Elementary School Community Council in a given Meeting.

The total amount of time allotted for public comments will not exceed ten (10) minutes.

Unless otherwise directed by the Chairperson, patrons will address the Mt. Loafer Elementary School Community Council in the order they signed up.

A patron must have previously signed up to address the Mt. Loafer Elementary School Community Council.

Patrons will be permitted to address the Mt. Loafer Elementary School Community Council either in the order they signed up, by topic, or according to some other order as determined by the Chairperson.

Individuals should conduct themselves and present their comments in a respectful and courteous manner, giving due respect to the dignity and privacy of others who may be affected by their comments. Individuals should refrain from making rude or slanderous remarks that may violate the rights of others under laws of defamation or invasion of privacy.

Comments are not allowed regarding complaints, criticism, or personal attacks against individual students, employees, or other citizens.

Grievances, complaints, or other issues that are governed by specific hearing, appeal, or negotiation procedures.

Patrons presenting highly detailed or complex information should, before the Meeting, provide a written copy or synopsis of their comments for the Mt. Loafer Elementary School Community Council.

Persons appearing before the Mt. Loafer Elementary School Community Council are reminded that members of the Mt. Loafer Elementary School Community Council are without authority to act independently as individuals in official matters.

Thus, questions may be directed to individual Mt. Loafer Elementary School Community Council members, but action by the Mt. Loafer Elementary School Community Council is necessary to resolve such questions. Likewise, members of the Mt. Loafer Elementary School Community Council may not immediately respond to patrons' questions or engage in discussion or debate. The Mt. Loafer Elementary School Community Council will take each patron's comments under advisement, and if further discussion or action is required, the topic will be added to the agenda of an upcoming Mt. Loafer Elementary School Community Council Meeting.

The Mt. Loafer Elementary School Community Council Chairperson or other presiding officer may terminate the remarks of any individual who does not adhere to this policy. Individuals addressing the Mt. Loafer Elementary School Community Council who engage in inappropriate or disruptive conduct will be removed from the Meeting.

Inappropriate or disruptive conduct by members of the audience will not be tolerated. Patrons in the audience should conduct themselves in a respectful, civil, and courteous manner, refraining from conduct that disrupts the Meeting or inhibits the Mt. Loafer Elementary School Community Council from efficiently conducting its business. Individuals who engage in inappropriate or disruptive conduct will be removed from the Meeting.