

Mountain Brook Board of Education

Board Meeting Procedure: Public Participation

The purpose of a Board meeting is to accomplish the adopted agenda. Board meetings are not public hearings. Public remarks to the Board do not obligate immediate Board response or rebuttal.

In order to permit orderly scheduling of public remarks and the inclusion of such in the agenda, anyone wishing to speak before the Board, either as an individual, or as a member of a group, should **inform the Superintendent in writing** of the desire to do so and of the topic to be discussed as early as possible, but in no event less than **five business days prior to the meeting**.

Any individual desiring to address the Board shall stand and give his or her name and the group name, if any, that he or she represents. The presentation should be as brief as possible, and not exceed three minutes. Speakers may make statements about their particular concern with school operations and programs. In public session, however, the Board will not hear personal complaints against particular school personnel or against any person connected with the school system. Other means are provided whereby the Board may consider and dispose of complaints involving individuals and employees within the school system via Board policies, J-51: Student/Guardian Complaints and Grievances, and K-8: Communication with the Public.

Notwithstanding the foregoing, the Board President, at his or her discretion, may allow public comments from the floor at the end of the regular meeting agenda. The Board President may terminate the remarks of any individual when such remarks do not adhere to the above procedures, or for other good reason.

Audience Conduct

A person in the audience:

1. is welcome to observe the operation of the school board;
2. shall not obstruct or interfere with the conduct of the meeting, whether visually, audibly, or by conduct/action;
3. shall refrain from making comments to the board except as included on the Board agenda;
4. shall not use flash photography or noise-making devices during board meetings; and,
5. shall set all telephones and other electronic devices to silent mode.