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## Public ~~CITIZEN~~ PARTICIPATION AT BOARD MEETINGS

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### I. PURPOSE

The Public Citizen Participation segment of the Board meeting is an opportunity and a courtesy extended to members of the public to provide the Board of Education of Carroll County with views on issues pertaining to elementary and secondary education policy and the administration of the public schools in the county. The Board welcomes individuals who are sufficiently concerned to make an effort to comment publicly at a Board meeting. All speakers shall conduct themselves in a non-disruptive manner. Although Board members usually do not respond to the comments during this segment of the Board meeting, the Board members do listen and often take follow-up action within the scope of the Board's authority and jurisdiction.

### II. DEFINITIONS

None

### III. POLICY STATEMENT

At the first public meeting of each month, time will be allowed for public citizen participation to encourage public input to dialogue with the Board. ~~The Board president or the presiding Board member may elect to give any member of the audience an opportunity to speak on any item on the agenda, to express an opinion, or to comment on any matter that relates to Carroll County Public Schools.~~ Persons with a connection to the Carroll County Public Schools residents who wish to speak at an upcoming Board meeting should register in advance at the link on the [www.carrollk12.org](http://www.carrollk12.org) website. Alternatively, such persons ~~citizens~~ may call the Communications Office at 410-751-3020 to register or drop off a hard copy of a request to register. Registration will open the day prior to the Board meeting at 8:00 a.m. and close at 9:00 p.m. There will be two Public Participation opportunities during the meeting, after Preliminary Items and again after Action Items. A total of 15 slots will be available during the first Public Participation period. Those who registered will be notified of whether they have been selected to speak during the first or second Public Participation period before noon on the day of the Board meeting. The selection of speakers will be conducted by staff upon viewpoint neutral criteria with first priority being given to items on the meeting agenda. The list of persons who have signed up to speak will be made public on our website. The Board of Education reserves the right to limit the number of speakers at any time.

An announcement will be made prior to the start of the Public Participation portion of the meeting agenda concerning the guidelines for Public Participation. ~~at the beginning of the business meeting that any citizen wishing to address the Board should fill out a citizen participation card and give it to the Board president before Citizen Participation time.~~

When their name is called, speakers ~~citizens~~ are asked to come forward and state their name and their connection to the Carroll County Public Schools, where their children attend school. address for the record. ~~In order to allow time for all citizens to speak, t~~ The Board president or the presiding Board member will advise speakers ~~citizens~~ of the amount of time allowed for their comments.

#### **IV. EXCEPTIONS**

None

## V. GUIDELINES

To have an orderly presentation of comments by the public, the following guidelines apply:

1. Comments are limited to three minutes or less. **All comments should be directed to the Board members at the dais.** When the allotted time expires, the speaker is permitted to complete a sentence and return to the audience. **Members of the public ~~Citizens~~ may leave any handouts for Board members on the table at the back of the Board Room.** The public may not display signs or posters during meetings of the board. In lieu of signs, or if you are unable to complete your comments in the allotted time, individuals are encouraged to submit remarks to the board in writing.
2. Statements to the Board should relate to an **agenda item for that evening's public meeting** recent agenda item, an agenda item that is expected to appear in the future, or a matter of general policy over which the Board has authority. Personnel matters, pending appeals, the actions or statements of individual staff, or items related to employee negotiations are not appropriate topics and may not be discussed.
3. **Public Citizen ~~Participation~~** is not intended to be a question-and-answer session. If **speakers ~~citizens~~** have specific questions, the Board will make sure that an appropriate staff member responds to their questions later.
4. **The Superintendent/Board reserve the right to correct misinformation, presented as factual, after the conclusion of the public citizen participation period.**
5. **The Board reserves the right to limit the number of speakers on a particular topic so that all topics may be addressed.**
6. **Those seated in the audience are asked to be respectful of the speaker and refrain from commenting to the speaker or to Board members.**
7. If any individual fails to comply with these guidelines, The Board president or the presiding Board member may order the person to leave the public meeting and may take further action as is necessary to ensure compliance with these guidelines.

## VI. REPORTS

None

## VII. EXPIRATION/REVIEW

This policy will be reviewed every three (3) years.

## VIII. DELEGATION OF AUTHORITY

None

**IX. EFFECTIVE DATE**

**APPROVED: December 14, 2005**

**REVISED: August 17, 2022**

**REVISED:**

**October 7, 2008**