



# PROCEDURE

BYLAWS

Haddonfield  
Board of Education

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Citizens' Comments at  
Board of Education Meetings

## **0167 PROCEDURES FOR CITIZENS COMMENTS AT BOARD OF EDUCATION MEETINGS**

In order to assure that persons who wish to appear before the Board and be heard, and at the same time, to conduct its meetings properly and efficiently, the Board adopts as policy the following procedures and rules pertaining to public participation at Board meetings.

1. A fifteen minute public comment period will ordinarily be reserved near the beginning of each Board meeting, excluding executive sessions, to permit citizens to address any appropriate topics. Dependent upon the nature of the agenda topic, the public may be invited by the Board to offer additional comments at a later part of the meeting. The Board President will clearly indicate to the public at beginning of the citizen's comment period whether or not there will be an opportunity for additional public comment later in the meeting.
2. The public comment period may be extended beyond fifteen minutes at the discretion of the President. However, to permit adequate deliberation for regular agenda matters, the total time devoted to public comment periods may last no more than one hour.
3. When recognized, each individual desiring to speak shall give his or her name, address and the group, if any, that is represented. The presentation should be as brief as possible. Unless an extension of time is granted, a speaker shall be limited to three minutes.
4. Speakers may offer criticisms of school operations, school programming and actions taken by administration and other staff members regarding operations and programs, as concern them. Although the Board will generally not limit what topics a member of the public may wish to talk about in public session, the Board will not, based upon privacy rights, permit public discussion of complaints against any individual staff members. Such complaints may be appropriately brought to the Board through other avenues of communication. In this manner, the Board's duty in safeguarding the rights and reputations of its employees from potentially erroneous comment in a public venue will be carried out.

The portion of the meeting during which the participation of the public is invited shall be limited to sixty minutes and will be concluded by 11:00 p.m.