

## **Crestwood School District Procedures for Public Comment**

The Crestwood School District Board of Education highly values public input in making important decisions that affect our educational community. We have established procedures for public comment in Board Meetings for the 2019-2020 school year.

The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. Please take the opportunity to click here to review the **Public Meeting Guidelines for Conduct**. This will ensure that every stakeholder of the Crestwood School District will have his or her opportunity to speak and be heard.

1. Members of the public who intend to offer public comment to the Board must sign up for comment before the start of each Board meeting. Sign up for public comment may take place online or in person at the meeting. The board chair or secretary will call the person to the podium during the designated time for comment. [CLICK HERE FOR THE ONLINE LINK TO SIGN UP FOR PUBLIC COMMENT](#)
2. Any person who is to provide testimony to the Board during a meeting should state his/her name (spell their last name) and address and, if speaking for an organization, the name and identity of the organization when called to the podium.
3. Testimony by members of the public should be brief and concise. Each person providing public comment will have a total of three minutes. The Board chair may use discretion to allow for more time if requested.
4. Discussion concerning a published agenda item is limited to its designated place on the agenda. All agenda item discussions will take place at the conclusion of the Superintendents Report.
5. Discussion concerning a non-published agenda item is limited to its designated place on the agenda. All non-agenda discussions will take place at the conclusion of the Committee Reports.
6. The responsibility of the Board will be to actively listen and reflect on public comments. Questions asked by the public, when possible, will be answered by the Board or referred to the superintendent or solicitor for reply.
7. Complaints about individual employees should be directed to the Superintendent's office as a personnel matter and will not be discussed during a public meeting.