

BRAINTREE PUBLIC SCHOOLS

BEDH: PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS

The Braintree School Committee (BSC) welcomes the attendance of members of the Braintree community to view the BSC as it conducts its regular business meeting. A School Committee Meeting is a business meeting at which members of the body deliberate over school related matters in public session. All regular and special meetings of the BSC are open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The BSC believes that the Braintree community should have an opportunity to comment on issues that affect the Braintree Public Schools (BPS) **that are within the scope of the BSC's responsibilities**. In order that all citizens who wish to be heard before the Committee have a chance and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. A ten (10) minute period for Public Comment will, be included on the agenda of all regularly scheduled BSC meetings. Speakers will be allowed three (3) minutes to present their information. The presiding chair may permit extensions of these time limits. To the extent possible, everyone will be allowed to speak once, and the chair will determine if additional opportunities will be provided to those who have already spoken provided that the information or comments have not previously been shared by any of the speakers.
2. Generally, topics for public comment will be limited to those items listed on the BSC agenda for that meeting. Copies of the Agenda are available for the public to 48 hours prior to the meeting, and are posted by the Braintree Town Clerk at Town Hall and the BPS website.
3. Any member of the public wishing to speak before the BSC shall sign in with the BSC Chair prior to the meeting. When the meeting progresses to the "Public Comment" item on the agenda, the Chair will verbally confirm the sign-up list in the event that any members of the public who may have arrived late may request to speak to an agenda item. When recognized by the Chair during the public comment section of the agenda, individuals will identify themselves by name and residence. Those speaking shall address the full Committee through the Chair and shall not address individual members or BPS employees.
4. Any BSC member may direct questions to the speaker through the Chair in order to clarify comments of the speaker.

Requests to Present

Any citizen who wishes to make a presentation to the BSC on an item that is of interest to him/her and within the scope of the BSC's responsibilities may request to be placed on a BSC agenda through the Administrative Assistant to the School Committee. Such requests must be in writing and explain the scope and intent of the agenda item and include all items the presenter wishes to distribute. If it is in the Chair's opinion that the matter should be brought forward to the BSC, a mutually convenient date will be arranged.

SOURCE: MASC July 2016

Adopted by Braintree School Committee 7/17/2017
Revised and Adopted by School Committee 9/9/2019

