

## **PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS**

In order to provide for full and open communication between the public (students, teachers, administrators and members of the community) and the School Committee, the Committee authorizes several avenues for the exchange of information, ideas, and opinions. All of the following operate within the framework of the Committee's scheduled meetings.

Regular meetings are customarily held at Wareham Middle School on the first and third Wednesdays each month. Public notice of these and any special meeting is made through posting on the bulletin board at the Town Clerk's Office and on the district website.

In making presentations to the Committee, speakers are expected to observe the parliamentary procedures under which the Committee operates and are reminded that the Massachusetts statutes affecting open meetings apply to the conduct of such meetings.

At the beginning of each regular meeting of the Committee, there will be a period of up to 15 minutes set aside for public comment. Citizens may address the Committee on items of school business.

- a. Citizens should not use public comment at school committee meetings as a way of circumventing the normal chain of command.
- b. In most cases the School Committee would take under advisement and not act immediately on issues raised during the public comment session.
- c. Massachusetts's law and our collective bargaining agreements prohibit discussion of employees' reputation, character, health, conduct, service and personality without due process.

Because the school system is a large, complex organization, school committee members cannot deal directly with every matter of concern to citizens; therefore, in order to facilitate responses and help citizens who have questions or concerns about a school related matter, members of the public should be advised to follow the procedures listed below.

If a citizen has a question concerning:

- Student or teachers: The citizen should talk to the teacher first, then the principal if necessary.
- School personnel: The citizen should talk to the person first, then the principal, and then to the appropriate central office administrator, in that order. Complaints about personnel should be presented in writing.
- Policies or procedures of the school: The citizen should talk with the principal and, if necessary, the appropriate central office administrator.

Problems, which cannot be resolved at the school level, should be presented to the Superintendent of Schools, who may consider the matter and assign a staff member to resolve it. Matters unresolved at the various levels indicated above should be presented to the School Committee.

Reviewed by SCPRSCP December 7, 1995

ADOPTED: DECEMBER 13, 1995

Reviewed by SCPRSCP December 5, 2000 (no change)

Reviewed by SCPRSCP November 16, 2004 (no change)

Reviewed by SCPRSCP December 2, 2008 (no change)

Reviewed by SCPRSCP November 5, 2012

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