



## **PUBLIC COMMENT PROTOCOL**

1. Only one speaker may address the Board at a time.
2. Each speaker must give his/her name and address be recognized by the Board Chair before speaking.
3. Each speaker must face the Board during the entire time he or she is speaking during the public comment session.
4. Each speaker must limit his/her comments to a reasonable amount of time not to exceed three minutes. One speaker may not give time to another speaker.
5. Each speaker must demonstrate civility and respect for the forum.
6. Each speaker is encouraged to refrain from making comments that are redundant of comments that have been made by other speakers at the current meeting or a previous meeting. Redundant comments are not constructive and demonstrate a lack of respect for the Board's time.
7. Each speaker must refrain from the following:
  - a. Attempting to engage the Board or any individual member in conversation;
  - b. Demanding that the Board or any individual member answer the questions;
  - c. Making insults or engaging in personal attacks;
  - d. Using obscenity, profanity or lewd or obscene gestures;
  - e. Making threats;
  - f. Engaging in conduct that disrupts or impedes the orderly and efficient conduct of the meeting;
  - g. Discussing private educational data on a student other than his/her own child. (Minn. Stat. §13D.05 Subd.2 requires that all educational data be discussed in closed session.)
  - h. Yelling or raising his or her voice beyond a conversational tone;
  - i. Making defamatory statements;
  - j. Promoting products that are illegal for minors.