



## **206.2PR Public Comment Procedures**

In accordance with Policy 206, section IX, the school board has developed the procedures for public comment sessions. This procedure may be revised as necessary at a regular board meeting. Procedures outlined in this supplemental document include the time, place and manner for public comments.

1. Meeting start time and day of the week:
  - Practice: During each regular board meeting
2. Start time of the public comment session:
  - Practice: Public comments shall begin after the Raider Spotlight
3. The location of the public comment session:
  - Practice: Hastings Middle School Media Center
4. Are public comment sessions recorded/live streamed:
  - Practice: Recorded and live streamed by HCTV

The board chair, prior to opening public comment, will provide speakers, the community, and the board, a reminder of expectations for public comment.

1. Data Privacy rules and the penalties for violations in accordance with MN Statute Section 13.09;
2. The chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized;
3. Only those speakers recognized by the school board chair will be allowed to speak, and comments by others are out of order;
4. Individuals who interfere with or interrupt speakers, school board, or the proceedings may be directed to leave;
5. Each speaker will have 3 minutes to address the school board, and there will be a maximum of five speakers;
6. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one representatives or spokespersons to speak on behalf of the group or organization;
7. Board members will not provide responses during public comments, unless it is necessary to provide clarifying information to the community; and
8. The board invites individuals to follow-up with board members by email or telephone.