

Rules of Decorum for the Public Hearing for the Potential Closing of Lewiston – Altura Intermediate School

The public hearing related to the closing of Altura Intermediate School will be held in the gym/cafeteria of Altura Intermediate School at **6:30 p.m. on Tuesday, November 1, 2022.**

There will be a remote link for viewing only. Viewers who are remote will not be allowed to speak. Any individual who wishes to address the school board may sign up at the meeting. Each speaker will need to provide their name, address, and telephone number. Any community member is allowed to provide testimony for or against the proposal during the hearing. Individuals do not need to be a part of the school community in order to speak.

Public Hearing Expectations

In order to ensure each person who wants to speak has their chance to speak, the following procedures have been established for those who wish to address the School Board:

- Each individual will be given up to three minutes to speak. To ensure equal time for each community member, individuals may not allocate their own speaking minutes to another individual. This means each person will have up to three minutes and will not be allowed to go over those three minutes.
- Due to the high number of people expected to speak at this hearing, time limits must be strictly adhered to. The three minutes will begin as soon as the speaker reaches the lectern. Please respect the time the School Board and your fellow community members have taken to be a part of this hearing and avoid any unnecessary delay.
- Individuals addressing the School Board should provide their name and city of residence before they begin speaking.
- Individuals must present testimony in a respectful and professional manner. Vulgarity, character attacks or abuse, or specific complaints identifying staff, school board members, parents, or students will not be permitted.
- Written statements may be provided to the school board members by individuals who do not wish to speak at the public hearing. If you wish to provide a written statement, please make 8 copies to be distributed to board members and the superintendent. This statement may be provided at the public hearing or sent to the postal or email addresses below.
- Individuals who wish to speak at the public hearing may bring written materials to the hearing. The written materials must be in compliance with the rules of decorum described herein. Individuals choosing to do so should bring at least 8 copies for the Board members and superintendent. Please keep in mind that the time needed to distribute these written materials will be counted against the three-minute time limit.

- The School Board will not respond to or discuss comments, but the board members will consider all public input gathered during the hearing.
- The Board chair or a designee will terminate the remarks of any individual that does not adhere to the established guidelines.
- Members of the audience are expected to remain quiet when an individual is addressing the School Board and when the School Board or superintendent is speaking.
- A member of the school board or a designee will indicate when the speaker has 30 seconds left and when the speaker has run out of time. Once the speaker sees that he or she has run out of time, he or she will be allowed to conclude the sentence and must then leave the lectern.

Additional written feedback and/or input must be received by November 14, 2022 at 8:00am in order for it to be considered. Please keep in mind that all written feedback and/or input must comply with the rules of decorum. Written comments may be sent to:

<p><u>Postal Address</u> (please send 8 copies):</p> <p>Lewiston – Altura School Board 100 County Road 25 Lewiston, MN 55952</p>	<p><u>Email Addresses:</u></p> <p>tbrummer@lewalt.k12.mn.us</p> <p>bmaki@lewalt.k12.mn.us</p> <p>cmeyer@lewalt.k12.mn.us</p> <p>dpringle@lewalt.k12.mn.us</p> <p>mmeisch@lewalt.k12.mn.us</p> <p>jkoverma@lewalt.k12.mn.us</p> <p>ssommer@lewalt.k12.mn.us</p> <p>gcarman@lewalt.k12.mn.us</p>
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The school board greatly appreciates your participation in determining the necessity and practicability of closing Altura Intermediate School.