

## Guidelines for Community Comments

Welcome to the Lakeview School Board Meeting! In the interest of open communications, the Lakeview School District wishes to provide an opportunity for the public to address the school board. That opportunity is provided at every regular school board meeting during *Community Comments*.

1. Anyone indicating a desire to speak to an item included in this agenda during *Community Comments* will be acknowledged to the board chair. When called upon to speak, please state your name and topic. All remarks shall be addressed to the board as a whole, not to any specific members or to any person who is not a member of the board.
2. If there are a number of individuals present to speak on the same topic, please designate a spokesperson who can summarize the issue.
3. Please limit your comments to three minutes. Longer time may be granted at the discretion of the board chair. If you have written comments, the board would like to have a copy, which will help them better understand, investigate and respond to your concern.
4. During *Community Comments* the board and administration will listen to comments and respond immediately whenever possible. If additional research is needed, responses will be shared at the next regularly scheduled Board meeting. Board members or the Superintendent may ask questions of you in order to gain a thorough understanding of your concern, suggestion, or request.
5. Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be directed first to the principal, then to the superintendent, and finally in writing to the board.