



Public Participation – Script for Board President

Sample opening statement:

"The Board will now hear public comment [on the following topic(s): _____]. The Board hears public comment to learn about the preferences and concerns of our community. Questions asked during public comment that require further investigation may be referred to the superintendent or designee for consideration and later response.

The Board welcomes the comments of our community members, but to ensure that everyone will have an opportunity to participate, we have a few ground rules we ask you to follow.

Anyone intending to address the Board shall sign the speaker sign-in sheet at the back of the boardroom. I will call speakers in the order in which they are listed on the sign-in sheet.

Speakers' comments are limited to _____ minutes.

While we cannot limit individuals' constitutional rights to express themselves, we also remind speakers that you are each responsible for your own speech. We ask that speakers recognize that students often attend or view our meetings. Speaker's remarks, therefore, should be suitable for an audience that includes kindergarten through twelfth grade students.

Profanity, yelling, fighting words, defamatory or abusive remarks, and derogatory language are out of order and shall end the speaker's privilege to address the Board. Disturbing good order is grounds for removal from the meeting.

We thank you in advance for your participation tonight, and we now welcome our first member of the public: _____."

Sample Call for Order: "Order, please. Order."

First Warning: "Order, please. Order. The speaker is out of order. Kindly refrain from further _____."

Second Warning: "The speaker is out of order. Kindly refrain from further _____, or be seated."

Third Warning: "The speaker is out of order. Be seated or leave the meeting."

Ejection: "Sir/Madam! I have repeatedly directed you to refrain from _____. Three times I have called you to order, and you have nevertheless continued to disturb the good order of this meeting. I now order you to leave this room. If you do not leave, you will be escorted out."

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