



Participation guidelines

The following Guidelines are issued by the Board of Directors of Namaste Charter School and shall govern the public participation portion of a Board meeting and are subject to change at the Board's discretion. You may address the board and guests on any matter during the public portion of the meeting. If you do not have the opportunity to sign in prior to the meeting, the Board Chair will ask at the end of the public comment if there are any other speakers. Please raise your hand and the Chair will recognize you.

All meetings of the Board are open to the public, and public comment is accepted for a maximum of 20 minutes at each meeting. At the beginning of your comment, please state your name. There is a three (3) minute time limit for your remarks. Please be aware that the board is not required to respond to your remarks during the course of their meeting. For the duration of the meeting, you are welcome to observe until closed session (if scheduled), but should not actively participate.

Speaker Sign Up

Members of the public, employees of the school, and members of other groups wishing to speak must register in advance prior to the beginning of the board meeting. The board secretary will provide a sign-up sheet.

To ensure equity of access to address the Board, an individual may not speak at two (2) consecutive Board Meetings. In the event an individual registers to speak at a consecutive Board Meeting, it will be at the discretion of the Board Chair if the individual will be called to address the Board.

The board reserves the right to limit the total number of speakers at a meeting.

Order of Speakers

The Board Secretary may group speakers according to a particular topic and may call certain speakers out of numerical order so that all comments regarding a particular topic may be heard together. In the event a registered speaker addressed the Board at the previous Board Meeting, the individual will not be called to address the Board. Speakers called by the Board Secretary may not cede their time to another person.

Speaker Groups

The Board Secretary may place speakers in groups who are addressing a single issue to permit sufficient time for the Board to hear from both sides of the same issue. Groups of individuals may appear in support or opposition to a particular topic; however, a maximum of two representatives will be called to speak from those who have signed up on the topic. Speaker support groups are limited to 8 people in a speaking area. An individual may not appear more than once during a meeting as either a speaker or as part of a speaker support group.

Speaker Remarks and Submissions

When called by the Board Secretary, a speaker shall have three minutes to present their remarks and materials to the Board. Speakers shall end their presentation upon the request of the Board Secretary



when their time is up to allow the next speaker to begin. All public presentations must be limited to issues of concern before the Board. Comments of a personal nature directed towards individual Board members, employees of the Board or any other individual are not permitted. It is the meeting chair's prerogative to limit the discussion of any speaker to allow for broad and diverse public participation. Speakers may submit materials, written testimony, pictures, posters etc., to the Board Secretary for the Board members consideration.

Behavior

Courteous, respectful and civil behavior is expected from all speakers and all persons attending a Board meeting. Unsolicited comments and disruptive behavior are prohibited. Individuals who are disruptive may be given a warning and also, may, if necessary, be removed from the meeting. If any individual is removed from a meeting as a result of disruptive behavior, then the individual may forfeit their right of reentry to future Namaste Board of Directors meetings.

Written Testimony

Any person who is unable, for any reason, to speak at a Board meeting may submit written testimony to the Board Secretary for the Board members. Written testimony must be submitted by the close of the Board meeting for consideration by Board members and inclusion in the meeting proceedings.

Restrictions

Current or prospective vendors wishing to present products or services for purchase should not use the public participation portion of a Board meeting for this purpose. Hand-held posters and placards are not allowed in the Board Room.