

GUIDELINES FOR PUBLIC COMMENT

1. Public Comment is open to all Somerville residents. Before each meeting a sign-up sheet will be placed on the podium. People interested in speaking are required to sign-up by 7pm with their name and the topic on which they wish to speak. At the beginning of Public Comment, the Chair will verbally confirm the list before welcoming the first speaker to the podium. People are encouraged, though not required to give contact information, as this will assist with follow-up, if necessary.
2. Speakers are allotted 3 minutes each to speak, though depending on the number of speakers, the Chair has the discretion to limit comment to two minutes.
3. Public Comment is not a discussion, debate, or dialogue between citizens and the Committee. It is a resident's opportunity to express his/her opinion on issues of School Committee business. Public comment is intended for the SC to receive input from the public, but not as a method to receive specific requests which should be channeled through school and district leadership, or individually to a School Committee member. To this end, Members of the Committee will not reply to public comment in the course of a meeting, though individual members may follow-up, and items from Public Comment may be taken up in future meetings. The Committee and/or administrators will not be prepared to directly respond to citizen questions posed in this forum.
4. Public Comment is a matter of public record. Speakers should be aware that all meetings of the School Committee are filmed live on Public Access and are recorded for future viewing. Public Comments will also be made part of the minutes of the meeting. Submission of a written copy of your comments is encouraged. Comments without a written submission will be summarized in the official minutes.
5. To ensure multiple opinions on a given topic are heard, or for other reasons, the Chair may call on speakers outside of the order of the sign-up sheet.
6. Public Comment is not an opportunity to speak about specific employees of SPS in any way that they can be identified. Any attempt to do so will be immediately ruled out of order by the Chair and speakers will not be allowed to continue.
7. Interpretation services in the District's identified target languages of Spanish, Portuguese and Haitian Creole will be available whenever possible. Residents are expected to give at least 3 business days' notice if they will need interpretation services. To request an interpreter, residents should contact the Executive Secretary at 617-629-5211.

Adopted: November 20, 2017