

PUBLIC COMMENT GUIDELINES

Members of the public are invited to address the School Site Council (SSC) or English Learner Advisory Committee (ELAC) in accordance with the specific guidelines below:

☐ Speakers for public comment must sign up on a first-come, first-served basis at the meeting.
☐ No slot for public comment will be held or served by proxy.
☐ Each speaker will be allowed a single appearance at the public comment time.
☐ A time allotment of 2 minutes will be provided to a maximum of 5 people.

The following are the instructions for how to sign up for public comment:

1. Interested speakers for public comment can sign up about fifteen minutes before the scheduled start time of the meeting by signing up on the sheet provided or by emailing (writing your name is optional).
2. A committee/council officer will call speakers on the list in the order they are received.
3. The public will also be invited to fill available slots during the public comment item of the meeting.
4. Once public comment slots are filled, no additional speakers may be signed up. Speakers must wait until the public comment item on the agenda for their names to be called to speak.

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