

**SCHOOL DISTRICT OF NEW LONDON**  
**PUBLIC PARTICIPATION AT BOARD MEETINGS**

**Citizens wishing to speak are asked to fill out the form below and present it to the President of the Board of Education prior to the start of the meeting.**

**Public Participation at Board Meetings**

The School District of New London encourages constructive, orderly contributions from the public at all regular and special meetings. The Board recognizes that citizens of the District are entitled to this input and that citizens can provide the Board with a unique and important perspective on district affairs. The Board further believes that it is desirable for citizens of the district to understand the process by which their school district is governed.

**CITIZENS WISHING TO CONTRIBUTE TO BOARD MEETINGS SHOULD OBSERVE THE FOLLOWING PROCEDURE:**

1. Copies of the agenda will be available prior to the meeting. Citizens are asked to fill out the form below, stating their name, address, and the topic on which they wish to contribute and submit to the Board President. The President of the Board of Education will collect the forms and organize them in terms of agenda topics or general comments. Citizens wishing to speak will be recognized at a public forum.
2. Each person, when called, will give their name and address, and the name of any group they represent. Citizens should limit their remarks from up to five (5) minutes. Time for citizen remarks may be expanded or limited by the chair.
3. Comments and/or concerns if not in reference to any item(s) found on the agenda will be referred to an administrator for a response at a later date or to a study of the matter with a response to come at a later date. The Board of Education may not under interpretation of State Statutes respond at the meeting to concerns of the public unless the item is noted on the open meeting portion of the agenda.
4. District employees may be heard during this time, but only in their private capacity as taxpayer, parent, or citizens.
5. Citizens' contributions to Special meetings called by the Board of Education will be limited to the topic of that meeting; general comments should be reserved for regular meetings.

While the Board recognizes its obligation to hear and respond to the public at regular and special meetings, it also reserves the right to meet in executive session on appropriate subjects.

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✂ Tear off; present to the Board President ✂

Date of Meeting: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Name: \_\_\_\_\_ Group Represented: \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

Topic: \_\_\_\_\_