

## C. Citizen Participation—Public Comment

Members of the community are invited and encouraged to attend public meetings of the School Board to observe its deliberations. Public comment is accepted only at regular meetings and public hearings. Public comment is not accepted at work sessions. The School Board will not hear statements involving issues that have been scheduled for public hearings (such as Capital Improvement Program, budget, and boundaries), or personal attacks on any person. Complaints regarding individual students or school-based employees should not be raised at public meetings. Any such concerns should be directed to the appropriate school principal or other school official. Citizens are encouraged to write the School Board on any school-related topic.

The School Board will not hear statements involving issues that have been scheduled for public hearings (such as Capital Improvement Program, budget, and boundaries), or personal attacks on any person. Complaints regarding individual students or school-based employees should not be raised at public meetings. Any such concerns should be directed to the appropriate school principal or other school official. Citizens are encouraged to write to the School Board on any school-related topic. (Clerk's notes: this paragraph moved from section above)

### 1. Regular Meetings

#### a. Advanced Speaker Registration

Fairfax County and City residents and non-Fairfax County staff, students, parents and business partners\* who want to address an either a new business item, an action item, or a resolution, as listed on the School Board regular meeting agenda, may sign up to speak by submitting a request online at 6-8 a.m. three business days prior to the next regular business meeting or by calling the School Board office at 571-423-1075 during regular business hours of 8 a.m. to 4:30 p.m. three business days prior to the next regular business meeting.

The list consists of a maximum of ten in-person speakers and five valid, working video submissions, first come, first served. Students and school-based FCPS employees are given priority in the order of speakers called.

If /when the sign up is closed, more than 40ten people have registered, 40ten names will be chosen randomly, those 40ten speakers will be notified and the Clerk will make every effort to notify those who have not been selected. The list will be posted.

- i. —An additional 40ten speakers will be randomly chosen as a waitlist.
- ii. They will speak in the event of a no show. Waitlist speakers must be present to speak in the event of a no show. Of the final speakers list, s
- iii. Students and school- based employees on the waitlistin that list will be given priority in the order of speakers called.

A total of three additional speaking slots will be reserved at each regular meeting for representatives of Fairfax Education Association, Fairfax County Federation of Teachers, Association of Fairfax Professional Educators, Support Services Employees' Advisory Council, Fairfax Association of Elementary School Principals, Middle School Principals Association or High School Principals Association. The three reserved slots will be filled by email, on a first come first served basis,- from the Chairman or President of the organization. (Clerk's note: highlighted area represents a new process for consideration)

Speakers are encouraged to submit their written comments to the School Board via email or by submitting one copy to the Deputy Clerk at the meeting for distribution to the Board, the next business day. All written comments submitted to the Board become part of the public record and may be included on the School Board section of the FCPS website.

The list closes when the maximum number is reached or at 4:30 p.m. on the day before the regular meeting. Those wishing to submit video testimonies must make their request online, and the request must include the link to their video at the time the request is submitted. Video requests must be made at least 36 hours prior to the Board meeting. For detailed guidelines on video submissions, visit <http://www.fcps.edu/schlbld/meetings/requestspeak.shtml>. Unfilled spaces may be assigned on a first-come, first-served basis thirty minutes before the meeting is called to order. Requests should be made to the deputy clerk of the School Board. Citizens signing up for these unfilled spaces may address any school-related topic. Individuals shall limit their remarks to three minutes; additional written information may be submitted (16 copies). The School Board will not hear statements involving issues that have been scheduled for public hearings (such as Capital Improvement Program, budget, and boundaries), or personal attacks on any person. Complaints regarding individual students or school-based employees should not be raised at public meetings. Any such concerns should be directed to the appropriate school principal or other school official. Citizens are encouraged to write the School Board on any school-related topic.

#### b. Addressing the Board at the Meeting **Comments in Person** Guidelines for Public Comment

Speaker substitutions are not permitted. A speaker may choose to share a portion of their time, however, the speaker who signed up must be physically present at the podium.

Speakers are encouraged to be respectful and observe decorum in their statements. All statements should be directed to the Board, and speakers should remain at the podium until concluding their remarks. Profanity, racial epithets, inappropriate gestures and shouting by speakers are not permitted.

For safety reasons, signs brought into the meeting rooms must be no larger than 8 ½ X 11 inches, hand-held, made of paper and may not obstruct the view of others or block the entrance and exit of others. Signs may not be attached to the podium.

Inappropriately loud conversations or outbursts from those in attendance will not be tolerated and security staff will be asked to restore order.

\*The School Board Chair, in consultation with the Vice Chair, -may make exceptions about who may address the Board during citizen participation, provided that decision is made and the Board is notified at least 24 hours prior to the meeting.

### c. Commenting at a School Board Meeting Via Video

~~Fairfax County and City residents, students, staff, parents and non-Fairfax County business partners may submit comments via video for presentation at a regular School Board meeting. Videos must contain a valid, working link at the time of submission.~~

~~Public comment via video is intended to provide personal testimony to the board. Videos must be original content produced by the submitter and is limited to three minutes.~~

~~Fairfax County and City of Fairfax residents, students, staff, parents and business partners may submit comments via video for presentation at a regular School Board meeting. Videos must contain a valid, working link at the time of submission.~~

~~The option to submit public comment via video is intended for those who would like to make a personal statement to the Board. FGC regulations govern all television broadcast material and prohibit copyright, obscene, indecent or profane content, and **must be produced by the submitter.** All videos will end at three minutes.~~

Comments submitted via video must adhere to the same Board expectation for in-person presentations that speakers deliver their statements with the decorum and respect appropriate to the conduct of the public's business. The School Board Chair will make the final determination that all video submissions comply with the above requirements.

Please note: Federal Communication Commission regulations govern all television broadcast material and prohibit copyright, obscene, indecent or profane content

Available video speaker slots will be filled from the waitlist.

Videos of public comment must address topics on the regular meeting agenda. (Clerk's note: for full Board discussion on relevance.)

~~The School Board will not hear statements involving issues that have been scheduled for public hearings (such as Capital Improvement Program, budget, and boundaries), or personal attacks on any person. Complaints regarding individual students or school-based employees should not be raised at public meetings. Any such concerns should be directed to the appropriate school principal or other school official. Citizens are encouraged to write the School Board on any school related topic. (Clerk's notes: this paragraph moved from section above)~~

Videos that do not meet these standards will not be shown at a Board meeting.

### Submit a video

## 2. Public Hearings

### a. Budget, ~~and~~ CIP and Boundary Hearings

Public hearings ~~These hearings~~ are scheduled on specific topics by the Board at various times during the year. All speakers at public hearings must limit their comments to are ~~allowed~~ three minutes. Individuals may sign up in advance to speak at public hearings (see 1a-~~above~~ for details on signing up).

Five public hearing speaker slots are reserved for individuals who have not registered in advance may register with the Deputy Clerk before the meeting is called to order to sign up. ~~The~~ The speaker must be present to register, one person may register for only one spot and substitutions are not permitted. Five public hearing speaker slots are reserved for individuals, who have not registered in advance, to address the Board after registered speakers., to address the Board after registered speakers. Unregistered individuals may also use “no show” speaker slots to address the Board. The speakers list for hearings will open at least ten days prior to the hearing and shall be closed at 4:30 p.m. on the workday immediately preceding the day of the hearing for weekday hearings or at 4:30 p.m. on the Thursday preceding a Saturday public hearing. [Code of VA §22.1-79 and §22.1-92]

### Register to speak

### b. Additional Public Hearings

Two additional public hearings may be scheduled in the 30 minutes prior to the first ~~a~~ Board meetings in the fall and in the spring. All speakers at public hearings must limit their comments to three minutes. (Clerk’s note: highlighted area represents new process)

At the fall and spring public hearings, a total of 46-ten speaker slots will be available as follows for speakers to address the Board regarding any school related topic:

- 40-ten slots for members of the public, ~~AND~~
- ~~Two slots for students, AND~~
- ~~Three slots for representatives of FCPS recognized employee groups~~

Five public hearing speaker slots are reserved for individuals who have not registered in advance may register with the Deputy Clerk before the meeting is called to order to sign up. ~~The speaker must be present to register, one person may register for only one spot and substitutions are not permitted. to address the Board after registered speakers on any school related topic. Individuals who have not registered in advance must register with the Deputy Clerk before the meeting is called to order to sign up for unregistered spots. The speaker must be present to register, one person may register for only one spot and substitutions are not permitted.~~

The speakers list for public hearings will open at least ten days prior to the hearing and shall be closed at 4:30 p.m. on the workday immediately preceding the day of the hearing for weekday

hearings or at 4:30 p.m. on the Thursday preceding a Saturday public hearing. [Code of VA §22.1-79 and §22.1-92]

### 3. Substitute Speakers

~~In the event a scheduled speaker cannot attend, a substitute speaker shall present the scheduled speaker's remarks. If a scheduled speaker wishes to relinquish their slot to someone else, he or she should contact the School Board Office no later than 2 p.m. on the day of the meeting. No one person shall be permitted to substitute for more than one speaker on the list. The same substitute speaker guidelines that apply to regular meetings apply to public hearings.~~

Speaker substitutions are not permitted. A speaker may choose to share a portion of ~~this~~their time, however, the speaker who signed up must be physically present at the podium.

~~Speakers are encouraged to submit their written comments to the School Board via email or by submitting one copy to the Deputy Clerk at the meeting for distribution to the Board the next business day. All written comments submitted to the Board become part of the public record and may be included on the School Board section of the FCPS website.~~

### 4. Written Communications

The opportunity to speak at ~~Board~~ meetings is only one way for people to present their views to the School Board. The Board welcomes correspondence from community members, and written comments may be presented to the Board by:

- i. \_\_\_\_\_ delivering such material to the School Board Office, 8115 Gatehouse Road, Suite 5400, Falls Church, VA 22042, ~~or by electronic~~
- ii. \_\_\_\_\_ e-mail to [fairfaxcountyschoolboard@fcps.edu](mailto:fairfaxcountyschoolboard@fcps.edu), ~~or~~
- iii. \_\_\_\_\_ via the FCPS website ([www.FCPS.edu](http://www.FCPS.edu)).

~~\*The School Board chair may make exceptions about who may address the Board during citizen participation.~~