

Public Comment at Board Meetings

Magellan Charter School Board meetings are conducted for the purpose of carrying on the official business of the school. The public is invited to attend Board meetings to observe the Board as it conducts its official business.

Board meetings are conducted in accordance with the North Carolina Open Meetings Law (N.C. Statutes: Article 33C). However, this law does not give members of the public the automatic right to speak or participate in an official meeting. Magellan Charter School, in the spirit of community involvement, will set aside a portion of each regular board meeting for public comment.

I. GENERAL GUIDELINES

- A.** Fifteen minutes will be allocated on the agenda for public comment at each regular board meeting. Additional time may be added at the discretion of the Board Chair.
- B.** Public comment is limited to no more than 3 minutes per person.
- C.** All public comment should be factual and should not include personally identifiable information of students and staff in order to maintain confidentiality and privacy.
- D.** Specific issues about a particular student or teacher should be addressed directly with school personnel, the grievance policy, or other applicable policies.
- E.** All public comments will be taken under advisement by the Board but will not elicit an immediate written or spoken response.
- F.** The names of persons providing public comment and a brief summary of topics or input will be included in the meeting minutes.
- G.** Persons who willfully interrupt, disrupt, or cause disturbances at an official meeting may be directed to leave by the presiding officer. Members of the audience should show respect for the speakers by refraining from loud comments or other disruptions. Disruptions by any person or persons of a public meeting will be subject to action in accordance with G.S. 143-318.17

II. MAKING PUBLIC COMMENTS IN PERSON

Individuals wishing to speak in person must make a written request by email to boardofdirectors@magellancharter.org. The request must be received by 5:00 PM at least 2 business days prior to the scheduled meeting and include the name, address,

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email address, and phone number of the individual making the comments and the general nature of what will be addressed.

If 5 or more people request a chance to offer public comment in person, up to 4 will be randomly selected to participate using a random name generator. An email will be sent by 5:00 pm the day before the meeting regarding all requests to speak. Individuals receiving an invitation to speak must reply to confirm attendance by noon the day of the meeting. If attendance is not confirmed, the opportunity to provide public comment will be offered to the next person on the list.

During the Public Comment portion of the meeting, the Board Chair will call on individuals in the order generated by the random name generator.

It is recommended that public comment be written out and provided to the board following the 3 minute presentation to ensure the entire message is heard by the board.

III. SUBMITTING WRITTEN PUBLIC COMMENTS

Individuals may submit comments in written form to be distributed during the public comment session of regular board meetings. Written input must include the name, address, email address and phone number of the person submitting the comment.

All written comments must be submitted by email to boardofdirectors@magellancharter.org and received by 5:00 PM at least 1 business day prior to the scheduled meeting. Any written comments submitted after that time will be distributed at the next regular Board meeting.

Adopted: March 23, 2022