

## Public Comment Format

At Miles Elementary School, your voice matters! The GO Team welcomes and encourages citizens to attend its meetings to become better acquainted with the programs of Miles Elementary and the role of the GO Team. Public Comments will be allowed at four of our GO Team meetings during the school year and will be noted on the meeting agenda. The public comment period is designed to gain input from the public. It is **not** for immediate responses by the GO Team to the public comment presented. Miles Elementary will follow these guidelines for Public Comment:

- Up to 20 minutes will be set aside for public commentary at select meetings.
- Public comment is open to all.
- 15 minutes prior to all GO Team Meetings a clipboard will be posted for anyone who wishes to sign up to address the GO Team. The Speaker will indicate their name and topic of address (in the event of a virtual meeting, sign up for public comments will be allowed in the virtual meeting chat).
- The Chairperson will introduce the Speakers.
- Each Speaker will have 2 minutes to share with the GO Team.
- The GO Team will not directly address concerns but may add items to future agendas or later assist speakers with need(s).
- The Vice-Chairperson will time the speakers and at 2:00 minutes thank them for sharing (Secretary will serve in this capacity in absence of Vice-Chair)
- At the end of each public comment period, the period will be closed and the GO Team will move on with the next agenda item.
- If there are no speakers for public commentary at the published meeting start time the GO Team will proceed with their agenda.
- Further questions and/or information from the GO Team can be answered by contacting any GO Team member before or after meetings from the email address noted on the Miles Elementary GO Team webpage.