

## MEETINGS

---

School Board and subcommittee meetings are open meetings, with some exceptions as provided under law. Members of the public have the right to attend and observe the discussions and action of the Board. Except for a scheduled Annual Meeting, the Board's meetings are not public hearings; there are no discussion or voting rights except for the elected Board members. Open meetings of the School Board are meetings of Board members in public, not a public meeting or community forum.

## POLICY

---

The Board has the responsibility to conduct the business of the District in an orderly, efficient manner and therefore implements reasonable controls to regulate public presentation to the Board.

## OBTAINING INFORMATION

---

When practical and as permitted by open meetings laws, Board members or administration may provide quick, factual answers to a question from the public (as described in the "Rules" segment of this pamphlet). More typically, the citizen will be asked to contact the Superintendent for more information and/or next steps to obtain the desired information. The Superintendent's contact information is found on the back of this pamphlet.

## RULES

---

The Communications and Comments from Members of the Public agenda item requires:

- Anyone wishing to speak to the Board must be present and register on the signup form.
- A three-minute time limit is enforced.
- Public comment is only accepted during this agenda item.
- Sharing of minutes with another person addressing the Board is not permitted.
- Speakers should address the Board as a whole, not individual Board members, and should remain polite and respectful.
- Only the Board President may respond to the comments or questions. The Board President has the authority to ask another Board member or Administrator to respond.
- Board members will not respond to public comments unless designated by the Board President.
- The Board President has the authority to cease any conversation, at any time, for any reason.
- Public comments will be taken under advisement. If public comments are in regard to an agenda item, when the Board discusses that particular item during the meeting, the Board may or may not address the comments/questions raised by the Public.
- Only the Board will discuss and/or take action; there will be no citizen communications during the time of agenda topics.
- Speakers are not immune from legal consequences related to the content of their speech.

## RATIONALE

---

The rules are intended to allow members of the public to comment on any matter they may desire. The Board however is constrained by its Agenda and laws concerning public meetings which limit board discussion and action to only those matters listed on the Agenda. This means the Board cannot engage in conversations with the public during the comment period, because the nature of those comments would be unknown in advance and thus would not be listed in the Agenda. Where the law permits, the Board President may be able to offer some clarification or direction on issues raised by the public.

# COMMUNICATIONS & COMMENTS

---

FROM MEMBERS  
OF THE PUBLIC

## *Our Commitment*

---

The School Board believes and supports openness in the conducting of District business and follows all laws regarding open meetings and open records. Further, the Board desires to hear the viewpoints of the public and therefore schedules a Public Communications and Comments agenda item at every regular School Board meeting.



---

**Arrowhead Union High School**  
700 North Avenue  
Hartland, WI 53029  
262-369-3611

[www.arrowheadschoools.org](http://www.arrowheadschoools.org)