

**Groton-Dunstable Regional School District**  
**SCHOOL COMMITTEE MEETING / Budget Forum-Dunstable**  
**February 27, 2024 - 7:00PM**  
**522 Main Street, Dunstable, MA 01827**

**Posted: 2.20.24 / 3:00PM**

**School Committee Meeting**  
**Anticipated<sup>1</sup> Agenda<sup>2</sup>**

I. Call to Order

**BUDGET FORUM** - Presentation/Review/Questions

II. Adjournment

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<sup>1</sup> The listing of topics that the Chair reasonably anticipates will be discussed at the meeting is not intended as a guarantee of the topics that will be discussed. Not all topics listed may, in fact be discussed and other topics not listed may be brought up for discussion to the extent permitted by law.

<sup>2</sup> Votes may be taken at any time during the meeting.

**Note: action items will be handled as business is presented.**

*Please note: Meeting content, start times and duration are subject to change.*

## **Rules for Questions and Comments from the Public**

A School Committee business meeting is a meeting of a governmental body at which members deliberate over public business. We welcome your attendance at the Committee's regular business meetings.

The School Committee encourages the public to participate on issues that affect them or the school district and are within the scope of the Committee's responsibilities. Therefore, the Committee has set aside time at each business meeting to receive questions and comments from the public. In addition, if the Committee believes that an issue requires additional dialogue with the community, the Committee may schedule a separate public meeting on that issue or add it to a future agenda.

Any citizen wishing to make a longer presentation to the School Committee on an item that is of interest to him/her, and that is within the scope of the Committee's responsibilities, may request time for that presentation on the agenda of a future meeting. Such a request should be in writing (e.g., e-mail) and should be communicated to the Chair and Superintendent. Together they will determine whether or not to place the item on a regular meeting agenda, or whether additional information is needed to make that decision. If an item is accepted for an upcoming agenda, the time, duration, format, handout material, etc., will be coordinated with the presenter.

The general rules for the School Committee's public question and comment period follow:

1. Public questions and comments shall generally be at the start of the meeting. However, the Committee reserves the right to rearrange its agenda to accommodate special circumstances.
2. Any citizen wishing to speak before the Committee shall identify himself/herself by name and may speak for up to three minutes. At a typical meeting, only 10 minutes are allocated for questions and comments. Therefore, a large number of citizens can be satisfactorily accommodated only if notification is provided to the Chair and Superintendent well in advance of the meeting. No citizen may speak more than once without permission of the Chair. All citizens shall speak to the full Committee through the Chair and shall not address individual members or administrators.
3. Individuals may comment on any item within the scope of responsibilities of the School Committee. It is expected that questions or comments will be made in a productive manner and with common courtesy.
4. An organized group of citizens appearing at a meeting to express favor or opposition to a particular agenda item should designate one member of their group as spokesperson to be heard on the topic. Additional members will be heard as time allows.
5. The period of public questions and comments is not an opportunity for a debate between citizens and the Committee. It is a citizen's opportunity to express his/her opinion on issues of Committee business, ask questions, get clarifications, and, if time allows, to engage in limited discussion. The Committee and/or district administrators may not be prepared to respond immediately, in which case the Chair may ask a citizen to submit her/his question in writing to the appropriate person or body so that the matter is given its proper consideration. Follow-up actions may include researching and communicating the answer or having an agenda item added to a future meeting.
6. The Chair may rule any individual who fails to honor these guidelines as out of order.

If you are unable to attend a particular meeting to ask a question or make a comment, or would prefer to make a written comment, you are encouraged to submit your comment either by e-mail, [comments@gdrsd.org](mailto:comments@gdrsd.org), or by calling the district's Administrative Assistant, 978-448-5505, x3814.

### References:

Massachusetts General Laws Chapter 30A Section 20f governs public participation at open meetings of municipal governmental bodies.

### ***Chapter 30A: Section 20f Regulation of participation by public in open meetings***

***Section 20f.*** No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent. No person shall disrupt the proceedings of a meeting of a public body. If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting and if the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.