

DRAFT PENDING COMMITTEE APPROVAL

**Public Information Committee Meeting
Minutes**

February 3, 2016
T/E Administration Offices
6:30 PM

Attending all or part of the meeting:

Board Committee Members: Scott Dorsey, Michele Burger, Roberta Hotinski, Kate Murphy
Other Board Members: Doug Carlson, Todd Kantorczyk, Ed Sweeney
T/E School District Representatives: Jeanne Braun, Chris Connolly, Rich Gusick, Mike Szymendera, Wendy Towle
Community Members: Doug Anestad, Ray Clarke, Kris Graham, Jerry Henige, Barb Jackson

Public Comment:

- Barb Jackson commented on the VFMS Fencing Report.
- Ray Clarke commented on the public comment process at School Board meetings.
- Barb Jackson commented on the public comment process at School Board meetings.
- Doug Anestad commented on the public comment process at School Board meetings.
- Jerry Henige commented on the public comment process at School Board meetings.
- Jerry Henige commented on attendance at Committee meetings and visibility of Committee meetings.
- Barb Jackson commented on the School Board's decision making process at meetings.
- Barb Jackson commented on civility at School Board meetings.
- Barb Jackson commented on activities following a Facilities Committee meeting.
- Jerry Henige commented on School Board communications.
- Ray Clarke commented on the draft communications survey.

Approval of Minutes

- The Committee approved the September meeting minutes.

Feedback on VFMS Fencing Report

- In response to a public comment, the Committee discussed the VFMS Fencing Report and comments made by the District's safety and security consultant. The Board discussed its goal of transparency in publishing the report on the District web site.

Public Comment Process at School Board Meetings

- District staff reviewed the Board's prior practice for receiving public comment at School Board meetings in which comments were posted on a computer screen and then reviewed and/or answered at the end of the comment period. District staff also reviewed surrounding school districts' public comment policies and practices including length of individual comments; the length of the entire public comment period; and to whom comments are directed. With input from community members, the Committee discussed possible parameters for a pilot public comment process at Board meetings. The Committee decided that the pilot public comment process will begin at the February 22, 2016 regular School Board meeting. The Committee recommended the following parameters for the pilot public comment process:
 - District staff will no longer type public comments on the screen during the meeting.
 - There will be a five minute time period allowed for individual comments, including acknowledgement or answer from the Board or staff when applicable.
 - If it is determined that there is a large number of individuals who wish to comment on a particular topic, at the discretion of the presiding officer, the individual comment time may be reduced from five minutes to three minutes.
 - All comments will be directed to the Board as a whole or to the presiding officer. No comments or questions shall be directed to individual Board members.

- If there is a large number of comments on a priority discussion topic during the first comment period, comments on that topic may be suspended until the priority discussion public comment period.
- All public comments and responses must be in the spirit of civil public discourse.

Draft Community Survey

- At the September Public Information Committee meeting, the Committee discussed the development of a communications survey to obtain feedback from the community at large on District communication methods. The Committee chair presented a draft communications survey for the Committee's review prior to the next Public Information Committee meeting. Community members may contact District staff with feedback on the survey prior to the March 15, 2016 Public Information Committee Meeting.

Meeting Adjourned: 6:30 pm

Next Meeting: March 15, 2016 at 6:30 pm at the TEAO.