

## School board meetings

Regular board meetings are held twice a month on the second and fourth Tuesday at 6:00 p.m. Following current Washington State guidelines for board meetings, all board meetings will be held in-person with an option to attend remotely. The published agendas list one specific period for public comment.

All board meeting information, including schedules, agendas, minutes and official notices can be found at [BoardDocs](#) or <https://go.boarddocs.com/wa/fwsd210/Board.nsf/Public>.

The Board is accountable and responsible to constituents and deeply interested in comments of those who are:

- Parents or guardians of district students
- Residents of the district
- District staff and representatives of district staff
- Staff of businesses in the district
- Representatives of firms eligible to bid on district contracts

## Steps for sharing your thoughts with the Board

You are welcome to provide public comment in-person or submit written comment to the Secretary of the Board at [superintendent@fwps.org](mailto:superintendent@fwps.org) to be shared with the board members. Forms will be available at the meeting for in-person public comment.

1. Complete the electronic public comment form below and attach it to an email addressed to [superintendent@fwps.org](mailto:superintendent@fwps.org) (or provide the same information in an email). In the subject line be sure to type the words "Public Comment for School Board".
2. The Secretary of the Board will ensure the public comments received via email are shared with the school board members. A copy will be provided to each board member. They will not be read aloud at the board meeting.
3. If the comments are not relevant to the School Board, they will be referred to the appropriate district administrative staff to respond to you.
4. Written public comments received by 4 p.m. on the day of the board meeting, will be shared that night with the board members. Comments received after 4 p.m. will be shared at the next board meeting.
5. In order to address the Board in-person, the public comment form must be completed in its entirety, including the comment section. The written comment should align with verbal comment.
6. For in-person public comment, the public comment form must be submitted promptly at 6 p.m. or prior to the strike of the gavel at the opening of the meeting. Any submissions after this time period will be moved to the next meeting.

## What happens during public comment?

- The Board listens. The Board does not respond to public comment or answer questions.
- Depending upon the nature of your topic or questions, the Superintendent may ask district administrative staff to contact you to answer questions or provide information.
- The Board respects your perspectives and values your civil input and suggestions. The Board expects the comments to be **three (3) minutes or less** and refrain from disruptive, repetitive, profane or irrelevant comments and individual names. ***Per Governance Process Policy 8 (GP-8), "The Board President may interrupt or terminate an individual's statement when it is too lengthy, abusive, obscene, or irrelevant to Board issues. No verbal complaints or charges against any district employee or individual Director will be allowed during Public Comment."***

## Is there a public record of the comments?

Yes, the district audio records regular board business meetings. These electronic records are maintained as part of the public record. Written minutes of school board meetings are also available through BoardDocs and the Office of the Superintendent.

