

**Office of the Assistant Superintendent
Attn: CLDS School Board
855 Stone Street
Camp Lejeune, NC 28547-2520
910-451-2461**

**SCHOOL BOARD PROTOCOL
For Public Participation**

- CLDS School Board members may present agenda items during their 'agenda building session' at monthly meetings or via the e:mail or in writing to the School Board Chair.
- Parent and Community members should request to address the School Board at least one week in advance of the scheduled meeting. Issues or concerns should be provided in writing to the School Board Chair or Assistant Superintendent.
- One spokesperson is requested for each topic.
- Each speaker will be given a maximum of 10 minutes to address their topic.
- No personnel issues will be addressed during the School Board meeting.
- There will be no verbal response by the Board. The School Board will provide a written response to the speaker within a reasonable timeframe.
- The protocol will be provided in advance to all individuals who request to be placed on the agenda.
- The protocol will be included in school newsletters and posted on school websites to alert community members about the steps they should follow when requesting to address the CLDS School Board.

(Effective 1/24/07)