



Great Hearts Louisiana, Inc.

PUBLIC COMMENT POLICY AND PROCEDURES

Adopted: June 27, 2023

It is the intent of the Board of Directors of Great Hearts Louisiana, Inc. (the “Board”) to provide for the smooth and orderly functioning of the business of the Board while complying with Louisiana Law. The following procedures are established for public comment during Board meetings and for any meetings of committees established by the Board that are subject to Louisiana’s Open Meeting Law.

Public Participation: Addressing Board, Manner of Presentation, and Time Limit

- A. Members of the public shall be given a reasonable opportunity to be heard on a proposition that is on the agenda before the Board. Public comment shall be heard prior to the Board taking action on an individual agenda item.
- B. Public comment shall proceed as follows:
 1. A person wishing to make public comment shall include their first and last name on the sign-in sheet prior to the public comment portion of the Board meeting.
 2. During the public comment portion of the meeting, the Board Chair shall individually call the names of those requesting public comment.
 3. When called to speak by the Board Chair, the person speaking shall state their name.
 4. All remarks shall be limited to no more than two minutes, unless the Board Chair extends the time. If there is an inordinate amount of public comment, the Board Chair may equally reduce the amount of time allowed for each speaker in order to allow for the orderly progression of the Board Meeting.
 5. Remarks shall be addressed to the Board as a body and not to any specific member.
 6. Representatives of groups or factions on a proposition being considered may address the Board rather than all members of such groups or factions at meetings in which a large number of individuals wish to be heard. The time allowed for such group may be combined, at the discretion of the Board Chair.
 7. Written comments may be submitted in lieu or in addition to oral comments and shall be considered and entered into the record of the meeting.

- C. No person, other than members of the Board and the person having the floor, shall be permitted to enter into any discussion or make comments during the public comment period. No question shall be asked to a member of the Board or staff, and the Board will not reply in any manner during public comment. If responses to public comment are needed, such responses will be provided by staff within a reasonable time period following the Board meeting.
- D. No person who has made remarks shall be allowed to make additional comments except with the permission of the Board Chair. No additional public comment shall be allowed after the close of public comment, except in specific response to questions by members of the Board, or if an extension of time for public comment is approved.

Order and Decorum During Board Meetings

- A. A person who willfully disrupts a meeting and seriously compromises the ability of the meeting to be conducted in an orderly manner can be removed. La. R.S. 42:17.

Cell Phones, Cameras, Video, Recording Devices.

Cell phones shall be silenced during any public meeting. The use of cameras, video equipment, audio recording equipment, and digital recording equipment, including cellphones, cameras, electronic sound-recording devices, and any other mechanical or electrical recording device, shall only be used in such a manner as will cause a minimum of interference with or disturbance of the proceedings as determined by the Board Chair. The Board Chair may restrict the location of the use of such devices to a particular area in the meeting room.