

PANUI / NOTICE
Public attending board meetings

The Rotorua Seventh-day Adventist School Board welcomes public presence at board meetings and hopes that members of the public enjoy their time observing board meetings. Members of the public include staff, students and parents of the school who are not trustees on the board.

These procedures will be provided to members of the public attending meetings so that they understand the rules that apply and will be followed unless otherwise authorised by the board:

- *Board meetings are not public meetings but meetings held in public.*
- *If the meeting moves to exclude the public (usually to protect the privacy of individuals), members of the public will be asked to leave the meeting until this aspect of business has been concluded.*

Members of the Public are:-

- *not entitled to take part in the meeting by word or action (the board can resolve to grant a member of the public speaking rights on a particular agenda matter if a request has been made in advance to the chair and shall be restricted to a maximum of 3 minutes per subject and no more than 3 speakers on any one topic. The speaker may only speak to the topic requested Speakers are not to question the board. Board members will not address questions or statements to speakers. Speakers shall not be disrespectful or offensive or make malicious statements or claims)*
- *required to leave the meeting if the Presiding Member/Chairperson believes, on reasonable grounds, that the member of the public's behaviour is likely to prejudice the orderly conduct of the meeting*
- *likely to be removed by the police at the request of the chair if they are disruptive and do not comply with the chair's instructions when an effort is being made to maintain order in the meeting room*
- *not entitled to communicate with trustees during the meeting unless the trustee leaves the meeting (and preferably the room to cause the minimum disruption to the meeting)*
- *required to leave the meeting room when the meeting goes "in committee"; and*
- *entitled to return to the room when the meeting comes "out of committee"*