



Public Input Ground Rules

The following are procedures to follow when providing public input to the Kansas Blue Ribbon Taskforce on Bullying. Your input can be submitted in writing or presented verbally.

Submitting Written Public Comments

- The public may submit comments in written form to be read by the chairperson and/or distributed at taskforce meetings during the public input session, if unable to present in person.
- Written comments can be submitted via email, or mail to Amy Martin admartin@ksde.org and *received at least one week* prior to the scheduled meeting. Any written comments submitted after that time may be read and/or distributed at a later meeting.
- Written input must include the name, address and county of residence of the person submitting comment.

Your written comments will be part of the public meeting documents received by the panel.

If special assistance to participate in the public input session is needed, please contact Amy Martin.

Submitting Verbal Public Comment

- Prior to start of the Kansas Blue Ribbon Taskforce on Bullying meeting, be sure to sign in on the "Public Comment" sign in sheet. Those choosing to make public comment will be seated in the guest section for the meeting.
- Refer to the taskforce agenda for the time period to provide public input.
- The time limit for verbal comments is three minutes.
- Those making public comment will be given a verbal cue one minute before time expires.
- Please keep comments factual and objective. Please avoid using names of students or staff members.
- Please provide the taskforce a written copy of your verbal comments so that it may be included in the public meeting documents.
- Comments will be taken under advisement by the taskforce.