



# DUNHAM SCHOOL DISTRICT

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## Public Participation Instructions for the Board of Trustees Meeting Tuesday, May 12, 2020

### **Open Session: 6:30 p.m.**

In response to the Shelter in Place Order the Board of Education is committed to ensuring the health and safety of our entire Dunham community. Pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, Dunham School will be closed to the public until social distancing directives have been lifted. Dunham School District will be conducting its Board of Trustees meeting in a different modality.

The District will be leveraging a webinar format (using Zoom) in order for the Trustees to participate remotely, and to allow for orderly public comment. There will not be a physical location for this meeting. As always, the Board meeting agenda will be posted online at <http://dunhamsd.org/boardoftrustees/boardpackets/> and at Dunham School within 72 hours of a regular meeting.

### **Instructions for Public Viewing & Communication**

The opportunity for public comment is at 6:30 p.m.

In order to facilitate public participation at meetings while adhering to proper social distancing guidelines, the Board of Education will accept public communications via teleconference until further notice. Participants can join the meeting from their computer, tablet or smartphone. If you wish to make a public comment at the upcoming meeting, please follow the instructions below:

1. The public may attend the board meeting virtually through the Zoom invitation link:

<https://zoom.us/j/96214940127?pwd=K0cyWjZWWUtTWE9FZGM3a1VmTE01QT09>

Meeting ID: 962 1494 0127

Password: XL9EVi

2. When it comes time to make public comments, per the agenda, use the "Raise your hand" functionality. The attendees will be called upon, their microphone unmuted, and then allowed to make their statement for up to two minutes. At the end of the two minutes, the attendee's microphone will be muted and the next participant will be called upon.
3. Speakers must be present in the Zoom meeting when their name is called in order to be given an opportunity to address the Board.

4. Speakers need to rename their Zoom profile to their real name (first and last) to be allowed into the meeting from the Zoom “lobby.”
5. Speakers are requested to state their name prior to addressing the Board.
6. After a speaker completes their public comment or if the two-minute speaker time limit has been reached, the microphone for the speaker’s Zoom profile will be muted.

If you would like to try this prior to the meeting, Zoom provides a test meeting to allow the opportunity for participants to try the product, as well as test the device with which they intend to join the meeting. Additional information for testing Zoom can be found on Zoom’s support pages. <https://support.zoom.us/hc/en-us/articles/115002262083-%20Joining-a-test-meeting>