

Written/Email Public Comment Procedure: - adopted March 10, 2021

If the Board received public comment directly related to an item on the agenda the following will occur:

1. *The Board Chair or District Clerk will send the following statement to the individual:*
 - a. Thank you for providing input to the Gallatin Gateway School Board of Trustees. The Board recognizes the value of public input and the importance of involving the members of the public to participate in District operations.

I would like to encourage you to attend our next regular/special meeting _____ to provide your input to the Board. The Board will solicit public participation in the following ways throughout this meeting: 1) during the “Public comment on non-agenda items” portion of the agenda; 2) prior to a final decision on presented motions for agenda items; and 3) at the discretion of the Board Chair on any matter of significant interest to the public.

School Board meeting agendas are posted on the District website at www.gallatingatewayschool.com at least 48 hours in advance of meetings.

Please let me know if you have any questions; I look forward to your continued participation and engagement.

2. *All members of the Board, as well as the Superintendent, will receive a copy of the communication.*

If the Board receives email/written correspondence that is a complaint about procedure, policy, or staff member:

1. *The Board Chair or District Clerk will send the following statement to the individual:*
 - a. Thank you for contacting the Board with your concern. Gallatin Gateway School District prides its excellence on many things, one of those being our partnership we have with parents, staff, and our community. We work diligently to solve concerns as quickly as possible with a resolution for all parties. Please communicate any concern you have directly with staff, and allow opportunities for a solution and resolution to be created.

In the event you are unable to resolve your concern with the staff member and/or our Superintendent I have attached a copy of GGS Policy #1700 as well as our complaint form.

We appreciate our partnerships, and working together toward continued excellence.

2. *All members of the Board, as well as the Superintendent, will receive a copy of the communication.*