



# Resuming in-person board meetings

**Tim Simmons, Chief of Communications**

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# Room Layout and Capacity Limit

## N.C. Executive Order 163

Mass gathering are limited to 25 people indoors. Large venues remain subject to the mass gathering limits.

9	Board Members
1	Board Attorney
1	Board Administrator
1	Superintendent
1	Chief of Staff
1	Director of Security
1	Staff Presenter
4	Media
6	Citizens, randomly selected



# Virtual attendance

## **BOARD MEMBERS**

Board members who are unable to attend in-person may request to join via Webex.

## **PUBLIC**

For board and committee meetings, members of the public may view the meeting stream via the district's Youtube Channel.



# Entrances and Arrival

## **MEMBERS OF THE PUBLIC**

The public will use the main entrance to the district offices at 5625 Dillard Drive, entering via the main lobby and foyer area.

## **BOARD AND STAFF**

Board members and staff will use the entrance immediately adjacent to the board conference room on the southwest side of the building.



# Seating and Location for Speakers

## SEATING

All seating will be assigned. Six board members will be seated at separate tables immediately across from the main boardroom table.

Members of the public will sit on the east side of the room.

## MEDIA

Up to four members of the media will sit in the area currently used for reporters.

Media must confirm attendance the day of the meeting. Unused seats will be offered to the public.

## LOCATION FOR SPEAKERS

Speakers offering public comment will be located on the east side of the room nearest the lobby area.

Staff will present from a podium that has been relocated to the west side of the room



# Allocating Seats and Public Comment

## ONLINE LOTTERY

The public may apply to attend via an online lottery, available 48 hours prior to the meeting.

The lottery will close at 5 p.m. the day prior to the meeting.

## RANDOM SELECTION

Six people will be randomly chosen and notified after 5 p.m. by email the day prior to the meeting.

Two people will be randomly chosen and notified as an alternate in case of a cancellation.

## CONFIRMATION

Members of the public who are selected via lottery must confirm attendance and agree to guidelines at least 2 hours prior to the meeting. If they do not confirm and agree, an alternate will be chosen.



# Public Comment at Regular Board Meetings

## REGISTER TO SPEAK

Members of the public may register in advance to speak directly to the board during the public comment period at regular board meetings even if they are not attending the meeting.

## ADDITIONAL SPEAKERS

Consistent with Policy 2310, time will be set aside for up to 10 additional speakers.

## WRITTEN COMMENTS

Any member of the public who is not randomly selected to speak will still be able to provide written comments or videos to board members as currently offered for remote board meetings.



# Health Screenings and Face Coverings

## HEALTH SCREENING

All attendees will undergo a health screening, either in-person or through the staff attestation form.

## SOCIAL DISTANCING

All attendees must maintain social distancing of 6 feet or more. Seating has been rearranged to ensure distance.

## FACE COVERINGS

A face-covering is required at all times, including while speaking.



# Staffing

## STAFFING

Additional staff will be added for the tasks outlined above

## TECHNICAL SUPPORT

Additional technical support will be contracted to assist with streaming should committee meetings also be held in person.



# In-Person Meetings

Questions?