

**MEETING NOTICE  
TOWN OF LYNNFIELD**

**Town Clerk Date Stamp**

**Board/Committee Name:** Lynnfield School Committee  
**Day/Date:** Wednesday, November 16, 2016  
**Time of Meeting:** 11:00 AM  
**Location:** Superintendent's Office - 525 Salem Street

**AGENDA**

1. Policy Sub Committee Meeting  
The Sub Committee will be reviewing various policies

**Public Comment Protocols**

*The School Committee welcomes public comment on items that are within the scope of the School Committee's responsibilities. The Public comment agenda item is reserved for this purpose. Members of the public wishing to address the Committee should be aware of the following guidelines:*

- *The Chair will recognize those wishing to speak and give them the floor. Only persons recognized by the Chair may speak. For purposes of the minutes, speakers should identify themselves at the beginning of their remarks.*
- *The purpose of Public Comment is to receive input from the community, not to engage in conversation with the Committee. The Chair will ensure that any comment or question that requires a response from the Committee or the School Department will be addressed in a timely manner.*
- *All comments should be addressed through the Chair, not to any individual committee member or to others in attendance*
- *Speakers are expected to respect confidentiality. This includes the confidentiality of the speaker's own child/ren, as well as that of school staff and personnel.*

Respectfully Submitted,  
Jane Tremblay  
Superintendent of Schools