

**December 9, 2020 Work Session Meeting
Virtual Meeting Notice & Online Log On Instructions**

Notice is hereby given that the monthly work session meeting of the Burlington Township Board of Education scheduled for Wednesday, December 9, 2020 at 6:00 P.M. in the Board Conference Room of the Hopkins Building will now take place as a virtual online meeting. There will be no in-person session. Please visit the district's website at www.burltwpsch.org for instructions on how to access the meeting. Formal action may be taken.

By order of the Board of Education.

Nicholas Bice
Business Administrator/Board Secretary

The public may observe and participate in the meeting via Google Hangouts Meet. Please note that the Board of Education will not be present in the Board Conference Room of the Hopkins Building. The public may participate by remote means via the information below.

When: Wednesday, December 9, 2020 at 6:00 P.M.

Join by Google Hangouts Meet (video and audio):

Click this link to join the meeting - <https://meet.google.com/ews-xvwj-bkc>

Join by Phone (audio only):

Call telephone number - +1 (574) 316-0039

Enter PIN - 893 851 240#

Agenda and accompanying presentations are posted on the district website at www.burltwpsch.org under the "Board & Administration" tab. Public participants should remain muted until the public comment period begins. Members of the public wishing to comment must state their name and address for the record. All public comments will be summarized in the official meeting minutes unless a written statement is emailed to Nicholas Bice, Board Secretary, at nbice@burltwpsch.org.

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Please note the following instructions for virtual meeting participants:

- The chat feature in Google Meet will not be used to gather questions or concerns regarding public comment.
- The first public comment session is for agenda items only. Anyone who wishes to speak on an agenda item should put their first and last name in the chat when the President opens for public comment. The Board President will call on members of the public based on the list of the names in the chat. The Board President will also open to members of the public joined by telephone separately since they do not have access to the chat feature.
- Any question or comment during the first public comment session that does not pertain to an agenda item will be held for the second public comment session.
- Public comment for non-agenda items is the second public comment session of the meeting which takes place after the Board takes action on all agenda items. The same process described above will be followed for this public comment session.
- In accordance with Board Policy, each member of the public will be limited to three (3) minutes in order to allow sufficient time for all members of the public to speak.
- Public comment is normally reserved for comments only. However, in certain cases, the Board President may allow questions to be asked and for the Superintendent to respond.