

# JCPS Guidance for Speakers at May 21 Tax Hearing

## If a visitor has the following symptoms:

Please note that if you have a COUGH or SHORTNESS of BREATH, DIFFICULTY BREATHING or FEVER (100.F or greater), you should **NOT** enter the building.

If you have any of **TWO** of the following, you should **NOT** enter the building:

Fever, Shivering, Headache, New loss of taste or smell, Chills, Muscle pain, Sore throat

## When Speakers Come to VanHoose to Speak

Speakers are invited to come to VanHoose Education Center, 3332 Newburg Road to share their opinions with the Jefferson County Board of Education (JCBE). Each speaker will be given three minutes to speak to board members through video conferencing. All safety and social distancing guidelines will be followed.

- Speakers will sign up to speak at the meeting by calling the Assistant Board Secretary at 485-3342 or sign up upon arrival. All speakers are required to have signed in by the start of the meeting, 5:30 p.m.
- An employee will be in the parking lot to take the speaker's name, cell phone number, and address. After providing that information, the speaker will go wait in their car. (Accommodations will be made for those without a cell phone.)
- Each speaker will receive a text when it is time to come and wait in line. Ten people at a time will wait in line.
- Speakers will line up outside of Exit 9, Stewart Auditorium, VanHoose Education Center. This entrance faces Bishop Lane.
- There will be "Xs" on the ground (similar to what is seen at some retail stores) to help ensure appropriate social distancing. Staff will be available to guide visitors.
- Speakers will enter through Exit 9. Staff will be on hand to guide visitors.
- Speakers will step to an "X" marked on the floor in front of a podium. Those wishing to address JCBE members will look and speak into a laptop to begin the video conference. The JCBE members will be projected on a large screen in front of the speaker. The JCBE members and speakers will be able to hear and see each other.
- The speaker will address the JCBE members for a maximum of three minutes. At two minutes and 30 seconds a bell will sound to indicate that there are 30 seconds left.
- After speaking, the visitor will leave through Exit 10.
- Stewart Auditorium is handicapped-accessible.

## Questions or Concerns

If you have additional questions or concerns, please contact the Assistant Secretary to the Board at 485-3342 for assistance.

