

## House Education Committee Information

*Meeting times and locations.* The House Education Committee meets on Tuesday and Thursday afternoons at 1:30 pm. The committee's designated meeting room is House Committee Room (HCR) 0107. Occasionally, the committee meets in a different room to accommodate larger crowds or the needs of other committees. Changes to the committee's regular schedule are generally announced on the House floor prior to adjournment.

*Committee hearings.* Committee meetings are broadcast over the Internet. Interested persons who are not able to attend a meeting in person can listen live over the internet. To access the live and archived feeds, visit: <http://leg.colorado.gov/committee/granicus/1474871>

*Joint meetings with the Senate Education Committee.* The joint rules of the House and Senate require the House and Senate Education Committees to stay advised of the activities, functions, and budgets of the Department of Education and the Department of Higher Education. The House Education Committee meets jointly with the Senate Education Committee to receive briefings from these departments annually. As needed, the committees may also meet to receive briefings on other policy issues by staff, state agencies, or other stakeholder groups, or with the Joint Budget Committee. Joint meetings of the Education Committee will be posted in the calendar when scheduled.

*Testifying before the committee.* Individuals who wish to testify before committees are asked to sign-up prior to the start of the meeting or before a bill is debated by the committee. Staff will provide a separate sign-up sheet for each bill. Individuals are also asked to provide contact information on the testimony sign-up sheet.

The chair of the committee, Representative Barbara McLachlan, is responsible for overseeing public testimony and will recognize those on the sign-up sheets in an order most conducive to the business before the committee. With rare exception, everyone who is signed up will be called to testify. Because the meetings are taped and broadcast over the internet, individuals who are testifying are asked to wait to be recognized by the chair prior to beginning their testimony. The appropriate manner to address the committee chair is "Madam Chair." The appropriate manner to address committee members is "Representative."

Once witnesses have been recognized by the chair, they may begin their testimony by giving their name and the organization they represent, if any. Committees are subject to tight deadlines and busy schedules. As a courtesy to the legislative members as well as those in the audience waiting to testify, witnesses are asked to keep their testimony brief and relevant to the bill. Please do not repeat testimony that may have already been provided to the committee. Witnesses may distribute copies of handouts and written testimony to the committee. If you wish to distribute materials to the committee that relate to your testimony, please bring at least 14 copies — one for each member of the committee, as well as a copy for the committee's official record. Please hand any materials to the committee staff person, who will distribute the materials to the committee members.

Witnesses are asked to observe professional decorum during the committee meetings. Clapping, booing, hissing, or otherwise disruptive behavior is not permitted. In addition, witnesses are asked

to avoid any personal attacks or other emotional outbursts. Finally, all individuals present in the committee room are asked to silence all cell phones and electronic devices prior to the start of the meeting.

*Committee staff.* The Legislative Council Staff person for the House Education Committee is Annie Kitch, who is available to answer any questions regarding the committee schedule at (303) 866-2876 or [annie.kitch@state.co.us](mailto:annie.kitch@state.co.us). Interested persons can also follow the committee on Twitter to receive updates on bill votes, schedule changes, and other important information at: <https://twitter.com/COEducationComm>. Additional information can be found on the committee's website at: <http://leg.colorado.gov/committees/education/2020-regular-session-0>.