

## **PUBLIC PARTICIPATION AT BOARD MEETINGS**

The board recognizes the value of public comment on educational issues and the importance of allowing members of the public express themselves on school matters and community interest.

The board is a policy making body. It delegates the administration of the District to a certified staff headed by the Superintendent. It is recommended by the Board that requests and items of concerns be channeled through the administrative chain of command.

The following procedures have been developed to hear the ideas and concerns of the school community who may wish to address the Board during the public recognition portion of the Board agenda and, at the same time, permit the Board to conduct its meeting in a proper and efficient manner.

1. *Any person or group wishing to address the board in regards to a non-agenda item or wishing to place an item on the agenda shall register their intent with the superintendent **no later than three (3) days prior** to the meeting and include:*
  - a. *Name, address, and contact information of the participant*
  - b. *Group affiliation, if and when appropriate*
  - c. *Topic to be discussed*
2. *Individuals must be recognized by the President of the Board or presiding officer.*
3. *The speaker is asked to state his/her name and address.*
4. *All statements shall be directed to the Board as a group and not individual members.*
5. *Specific time limits will be imposed by the Board President, but may vary depending on the nature of the topic and number of speakers. Generally, individuals will be given three minutes to address the Board with a maximum time limit of 30 minutes for the recognition of the public. If the matter being presented is of sufficient importance and require additional time, the time limit may be extended by a majority consent requested by the President.*
6. *The public participation portion of the agenda is intended for a single individual to address the Board and is not intended to be an “open forum” of discussion from multiple people at once. A group of people may address the same subject individually after they are recognized by the President of the Board. Only the person that is recognized to address the Board may speak during their respected time limit, unless members of the board have questions to better understand the speakers concerns.*
7. *No action shall be taken by the Board on items brought up during the public participation period. However, when a short answer with known facts can be given immediately, the Board will do so. If action is desired, the subject shall be placed on the agenda of a future meeting.*
8. *It is the policy of the Board that individual names not be used as part of a complaint or concern being stated to the Board during the public participation portion of the agenda. Other channels provide for Board consideration and disposition of legitimate complaints involving individuals.*

The Board vests in its President, or other presiding officer, authority to interrupt, warn, or terminate the remarks of any individual when the statement is too lengthy, abusive, obscene, or does not adhere to the rules established above. The President of the Board, or other presiding officer, may request an individual to leave or call for recess when the lack of public decorum interferes with the orderly conduct of business.