

PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education is interested in the advice and counsel of citizens in planning and operating the schools. Meetings of the Board of Education shall be open to the public, except for closed sessions. Meetings of the Board must be conducted in an orderly and efficient manner for the purpose of carrying on the business of the District.

Citizens of the District are invited and encouraged to attend Board meetings to observe the proceedings and/or voice their concerns. At the same time, citizens must bear in mind that even though Board meetings are open to the public, they are not meetings of the public but business meetings of the District governing body.

INCLUSION ON THE AGENDA:

Any person or group wishing to place an item on the agenda of the Board meeting shall make such request to the Board President or Superintendent at least ten (10) days prior to the meeting, to allow time for inclusion on the published meeting notice. Such a request should include the date of the request; the name, address, and phone number of the person making the request; a brief description of the proposed topic; and all pertinent details of the situation/concern. Inclusion of the proposed topic on a meeting agenda will be at the discretion of the Board President and Superintendent. If the item is placed on a meeting agenda, the Superintendent will notify the individual of the date, time, and location of the meeting at which the item will be presented to the Board.

PUBLIC COMMENT PERIOD:

The Board will provide a public comment period at the beginning of each regular meeting of each month, immediately prior to the beginning of its business agenda. Comments and questions at a regular meeting may deal with any topic related to the Board's management of the schools. Comments at special meetings, other than the Annual Meeting, will be restricted to the specific agenda topic(s) of the meeting.

The following guidelines for speakers will allow the Board to receive public input and continue to conduct an orderly meeting:

1. The Board will not hear personal complaints about school personnel or individuals connected with the school system. This comment period is not the appropriate forum for attacks on the personal integrity, character, or competency of any District employee or Board member. Such complaints should be directed through proper complaint channels within established District policies.
 2. The public comment portion of the agenda will be limited to fifteen (15) minutes. This time may be extended, if needed, by a majority vote of Board members present.
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3. Three minutes will be allocated to each speaker, and each speaker must stand and state his/her name. All individuals interested in addressing the Board will be allowed to speak before any individuals are allowed to speak again.
4. Speakers should sign in, indicating their interest in addressing the Board prior to the start of the meeting. Each person signing in must enter his/her name, the group they are representing (if any), and the concern or agenda item they wish to address. Speakers will be recognized in the order of the sign-up.
5. Questions and/or comments shall be directed to members of the Board, and not to staff or other participants.
6. In accordance with the Open Meetings Law, the Board may not act upon, or engage in extended debate upon, any concern presented unless it is already listed on the agenda. The Board may ask questions for clarification, or answer questions presented. Other items may be listed on a future agenda for further discussion or action, at the Board's discretion.
7. Persons presenting written documents are strongly urged to bring at least 15 copies for Board members, administrators, and members of the press.
8. The Board authorizes the presiding officer of the meeting to limit comments or interrupt speakers, at his/her discretion, to ensure the orderly conduct of the meeting and/or terminate discussion of inappropriate comments.
9. The Board endorses the following statement to be made by the presiding officer prior to the start of each public comment session:

“While the Board welcomes public comment, we must remind you to exercise care in your comments. This is not an appropriate forum for complaints against school personnel, and such comments may create legal liability on the part of the speaker. The Board reserves the right to interrupt a speaker when comments become too lengthy, personally directed, or inappropriate. Please remember that under the Open Meetings Law, the Board may not be able to act on your concerns tonight if they are not on the agenda.”

Additional public comment may be sought throughout the meeting, relative to specific agenda items, at the discretion of the Board. This may be accomplished through an obvious consensus of the Board, or by a majority vote of members present. No public comment will be accepted during the agenda items on acceptance of donations, resignations, or employment recommendations.

Adopted: _____

Last Revision: May 12, 2010

Last Review: September 14, 2016
