



Book	Policy Manual
Section	0000 Bylaws Templates
Title	PUBLIC PARTICIPATION AT BOARD MEETINGS
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0169.1 - **PUBLIC PARTICIPATION AT BOARD MEETINGS**

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board offers public participation to members of the public in accordance with the procedures below. The Board applies these procedures to all speakers and does not discriminate based on the identity of the speaker, content of the speech, or viewpoint of the speaker.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by this bylaw.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation

- ☒ at every regular meeting of the Board
- ☐ at all regular and special meetings of the Board
- ☐ at those public meetings of the Board during which action may be taken

and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

A. Public participation shall be permitted

- ☒ as indicated on the order of business. **[RECOMMENDED]**
- ☐ before the Board takes official action on any issue of substance.
- ☐ at the discretion of the presiding officer.

B. ☐ Anyone having a legitimate interest in the actions of the Board may participate during the designated public participation portion(s) of a meeting.

C. ☒ Limited to residents of the school district, parents or guardians of a student in the district, employees in the district, individuals with a business ownership in the district, or elected/appointed public officials whose jurisdiction includes the school district.

D. ☒ Attendees must register their intention to participate in the public participation portion of the meeting

- ☐ upon their arrival at the meeting.
- ☐ within two (2) business days before the meeting.
- ☒ ~~within ____ business days before the meeting.~~ By the close of business on the day preceding the meeting.

[DRAFTING NOTE: The time line for registration should be reasonably determined in consideration of the posting of the meeting agenda and should be consistently applied.]

E. ☒ Individuals may not register others to speak during public participation.

F. ☒ Participants must first be recognized by the presiding officer

- ☒ and will be requested to preface their comments by an announcement of their name,

☒ address, and

☒ group affiliation, if and when appropriate.

G. ☒ Each statement made by a participant shall be limited to three (3) minutes duration unless extended by the presiding officer.

H. ☒ During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.

I. ☒ All statements shall be directed to the presiding officer; no person may address or question Board members individually.

J. ☒ Audio or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:

1. No obstructions are created between the Board and the audience.
2. No interviews are conducted in the meeting room while the Board is in session.
3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session and not disrupt the meeting.

K. ☒ The presiding officer may:

1. ☒ interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e., statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest).
2. ☒ request any individual to stop speaking and/or leave the meeting when that person does not observe reasonable decorum or is disruptive to the conduct and/or orderly progress of the meeting;
3. ☒ request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the conduct and/or orderly progress of the meeting;
4. ☒ call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
5. ☒ waive these rules.

☒ with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.

☒ The portion of the meeting during which the participation of the public is invited shall be limited to ☒ 30 minutes () _____ hours unless extended by a vote of the Board.

☐ The Board may permit individuals to attend meetings remotely through live broadcast; however, public participation will be limited to those who are in attendance at the meeting site only. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending remotely.

OR

☐ The Board permits individuals who attend meetings remotely to participate in public participation, subject to the same rules that apply to individuals who attend in person. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending and/or participating remotely.

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