

Public Participation in Board Meeting

At each Regular and Special meeting of the Board, held in person or virtually, the agenda may provide time for public input. When the agenda allows for public input, all persons wishing to address the Board shall submit a “Request to Address the Board” form (Policy 4105F). Forms are available from the Board Clerk, at each meeting, and on the district website.

Public participation shall be regarding matters on the agenda and heard during Public Input. Each person shall be allotted three (3) minutes for input. In the event a large number of individuals wish to speak on the same issue or topic, a representative may be selected to speak on behalf of the group to summarize their position. Time allotment for group participation shall not exceed ten (10) minutes.

Written Materials

Written materials for Board Members must be submitted to the Board Clerk. The written material must include the name, address and telephone number of the person submitting it. A copy of the materials that meet these requirements will be forwarded to Board Members if received three (3) days prior to the upcoming Board Meeting. Materials should not be sent directly to Board Members. Materials may be delivered to or mailed to the Board Clerk at the district office.

If a topic is being considered by a committee established for that purpose, the Chair may refer the public comment to that committee.

Because of the diversity of issues, the Chair may interrupt or terminate an individual’s input when it is too lengthy, personally directed, abusive, obscene, repetitive, or irrelevant. The Board, as a whole, shall have the final decision in determining the appropriateness of public input, and may not respond. Instead, issues may be recorded and referred to the proper staff person or committee for follow-up.

Nothing in this policy shall prohibit the removal of any person who willfully disrupts a meeting to the extent that orderly conduct is seriously compromised. Defamatory or abusive remarks are out of order.

Individuals will not be recognized outside of Public Input. The Board will listen to the public and expects the public to listen and speak only when properly recognized.

Public Presentation at Board Meetings

Individuals wishing to make a formal presentation to the Board at a regularly scheduled Board Meeting, must submit a written request to the Board Clerk by submitting a “Request to Address the Board” form (Policy 4105F). Requests shall include the name of the individual or group presenting, the subject matter to be discussed, and all materials to be presented. The Board Clerk will notify the individual or group regarding the request and whether it has been granted by the Board.

Cross Reference:	4105F	Request to Address the Board Form
	4120	Procedure to Address Concerns
	4320	Disruption of School Operations
	5250	Staff Grievances

Legal Reference:	I.C. § 33-512 (11)	Governance of Schools
	I.C. § 74-206	Executive Sessions - When Authorized

Policy History

Adopted on:	March 10, 2014
Revised on:	January 11, 2016
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Prior Board Policy No. 1520