

## **Public Participation at Board Meetings**

(Procedures for Addressing the Board During Public Comment Periods)

1. The following individuals may be eligible to address the Board during a public comment period:
  - a. Residents of the district.
  - b. Parents of students enrolled in district schools.
  - c. Members of the staff.
  - d. Individuals who have been requested by the superintendent or the Board to present a given subject.
  - e. Nonresidents of the district who previously have requested and received the permission of the superintendent or the Board.
2. Public comment regarding items *not* on the agenda:
  - a. A person wishing to comment must be recognized by the presiding officer during a public comment period.
  - b. The person shall state his or her name and school district of residence.
  - c. The person shall state the subject about which he or she wishes to comment.
  - d. No action will be taken by the Board on items initially brought up during a public comment period. If action is desired, the subject may be placed on the agenda of a future meeting.
3. Public comment regarding items on the agenda:
  - a. A person wishing to comment must be recognized by the presiding officer during a public comment period.
  - b. The person shall state his or her name and school district of residence.
  - c. The person shall state the subject and item number about which he or she wishes to comment.
  - d. The person may comment only upon recognition by the presiding officer and at the time the agenda item comes up for discussion.
4. Orderly conduct:
  - a. Undue interruption or other interference with the orderly conduct of Board business shall not be allowed. Any person who disturbs good order may be asked to leave.

- b. Defamatory or abusive remarks shall not be tolerated. The presiding officer may terminate the speaker's privilege of address if, after being called to order, the improper conduct or remarks continue.
  - c. Any personal approval or disapproval of action taken by the Board during the meeting may be indicated during the public comment period, but it is requested that there be no applause or dissent during the meeting.
5. Time limit for speakers:
- a. No person shall speak for more than three minutes unless the time limit is waived by the presiding officer.
  - b. When there is a large number of speakers to be heard, the presiding officer may shorten the time for each individual speaker and may limit the amount of time for all speakers.

Approved: June 28, 1994  
Revised: October 26, 2011