

PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes stakeholders to address the Board during dedicated portions of Board meetings. A member of the public wanting to participate in the public comment portion of Board meetings per Board Policy BEDH must adhere to the following procedures. The Board President is responsible for directing speakers to confine their remarks to the topic for which they have signed up to speak.

Speaker Prioritization

- Speakers will be heard in the order in which they have signed up for public comment (i.e. first come-first served). If more speakers have signed up than the Board has allotted time to hear, the Board president will determine if the will of the Board is to extend the time allowed for public comment.

Speaker Sign-up

- Individuals wishing to address the Board may sign up before the start of the meeting by:
 - Completing [the online signup form](#) or
 - Calling the district at (970) 625-7600, or
- Individuals may also sign up in person at the Board meeting. The cutoff to sign up at the Board meeting is 5:30 pm.
- Calls and online sign-ups can take place until 3:30 pm on the day of the meeting. If speakers do not make this deadline, they may still sign up at the meeting.
- The district will provide a certified interpreter as needed, or individuals can choose to bring their own interpreter. If interpretation is not simultaneous, 3 extra minutes will be allowed to hear the message in the speaker's native language.
- An individual may have another read their statement if they cannot attend in person.
- The Board welcomes written comments through emails or letters, and these letters will not be read aloud or posted as part of public record.
- Speakers are required to give at least one contact information component;
- Speakers can provide a voice recording of their message to the Board.
 - It is the speaker's responsibility to have someone play the recording so that all board members and the audience can hear it.
 - Neither the District nor the Board is responsible for projecting the recording.
 - The intent of allowing voice recordings is for the speaker to record their own voice for the Board to hear when the speaker cannot be in attendance. On the recording, you must state your name.

Time limit for speakers

- Speakers are to limit their remarks to 3 minutes or less.
- The total time for public comment will be limited to **30** minutes.
- The Board president can choose to extend the total time for public comment.

- If interpretation is not simultaneous, 3 extra minutes will be allowed to hear the message in the speaker's native language.
- Speakers are not allowed to yield their time to someone else.

Questions asked by the Public

- The Board president or designee may respond to questions asked during public comment later but not during the Board meeting.
- Some questions might require further investigation.
- The Board president may request that some responses be included in the District's weekly newsletter.

Orderly conduct

- When you speak during public comment, you are speaking to the Board as a whole, and personal attacks, including unnecessary, spiteful, or destructive criticism, are highly discouraged.
- Speakers are responsible for their own speech.
- Speakers' remarks must be suitable for an audience that includes children.
- Undue interruption or other interference with the orderly conduct of Board business will not be allowed. Any person who disturbs the order may be required to leave.
- Defamatory or threatening remarks are always out of order.
- The Board president may terminate the speaker's privilege of address if the speaker persists in improper conduct or remarks after being called to order.
- Signs, posters, displays, or any other visual depictions are not permitted.
- Speakers can provide a voice recording of their message to the Board if the guidelines listed above are met.

Adopted: June 26, 2024