

Public Participation in Board Meeting

All regular and special meetings of the Board shall be open to the public, but any person who disturbs good order may be required to leave. The Board of Trustees encourages all citizens of the District to express their ideas and concerns. The comments of the community will be given careful consideration. In the evaluation of such comments, first priority will be District students and their educational program.

**NOTICE**

**DUE TO THEIR SENSITIVE NATURE, COMMENTS OR COMPLAINTS ABOUT PERSONNEL OR INDIVIDUAL STUDENTS WILL ONLY BE HEARD IN EXECUTIVE SESSION.**

**“A PERSON WHO DISRUPTS THE EDUCATIONAL PROCESS OR WHOSE PRESENCE IS DETRIMENTAL TO THE MORALS, HEALTH, SAFETY, ACADEMIC LEARNING OR DISCIPLINE OF THE PUPILS OR WHO LOITERS IN SCHOOLHOUSES OR ON SCHOOL GROUNDS, IS GUILTY OF A MISDEMEANOR.” Idaho Code § 33-512 (11).**

Any complaint about the District, including instruction, discipline, District personnel policy, procedure or curriculum, should be referred through proper administrative channels before it is presented to the board for consideration and action. All complaints should be resolved through proper channels in the following order:

1. Teacher or Staff
2. Principal or Supervisor
3. Director or Administrator
4. Superintendent
5. Board of Trustees

Please also see District Policy No. 4110 regarding public complaints.

Members of the public will not be recognized by the Chairman as the Board conducts its official business except when the Board schedules an interim public discussion period on a particular item. The Board will listen to the public but, at the same time, expects the public to listen and speak only when properly recognized.

At each Regular and Special meeting of the Board the agenda may provide time for public comment before the Board. Persons wishing to address the Board will be required to submit a “REQUEST TO APPEAR BEFORE THE BOARD” form. Forms are available from the Board Clerk and will be available at each meeting.

Total time allotted for public comment will not exceed one hour unless extended by Board Vote. Public participation will be limited to the time allotted on the agenda. Each speaker will be limited to three (3) minutes. All speakers will be allowed to speak at least once before a speaker is allowed to address the board a second time. Public comment will be taken from the public on matters scheduled on the agenda. Should a large number of the public wish to speak on the same issue or topic, members of the public are encouraged to select a representative(s) to summarize their position in five (5) minutes. Additionally, the Board Secretary will accept written comments for distribution to the Board.

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 by noon the Friday preceding the Board Meeting. Materials should not be sent directly to Board Members. Materials may be presented or mailed to the Board Clerk at Clark County School District #161, Box 237, Dubois, ID 83423.

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

Because of the diversity of issues, members of the Board will not respond to public comment. Instead, issues may be recorded and referred to the proper staff person for follow-up. The Chairman may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene, repetitive, or irrelevant. The Board of Trustees as a whole shall have the final decision in determining the appropriateness of all such rulings.

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 always out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, the speaker persists in improper conduct or remarks.

If a special meeting has been held to obtain public comment on a specific issue, the Chairman of the Board may not recognize speakers wishing to comment on the same topic at a regular meeting of the Board.

Cross Reference:     4110   Public Complaints  
                          4120   Uniform Grievance Procedure  
                          4320   Disruption of School Operations

Legal Reference:     I.C. § 33-512 (11)  
                          I.C. § 74-206(1)(a-j)

#### Policy History

Adopted on: 06/07/2010

Revised on: 11/10/2014

Revised on: 10/12/2020