

0167.3 Public Participation at Board Meetings

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on Corporation matters.

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than ten (10) working days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation, if and when appropriate;
- C. topic to be addressed.

Such requests shall be approved by the Superintendent and the Board President.

To permit fair and orderly public expression, the Board shall provide a period for public participation at those public meetings of the Board during which action may be taken. The published procedures to govern such participation in Board meetings are as follows:

- A. Any person or group desiring to formally comment on non-agenda items must register with the Superintendent, their intent to address the Board, no later than three (3) working days (does not include Saturday and Sunday) prior to the meeting.
- B. Any person or group desiring to formally comment on agenda items must register, with the Superintendent, their intent to address the Board, no later than three (3) days (includes Saturday and Sunday) prior to the meeting. The agenda will be posted at the administration office and at each of the school buildings at least five (5) days (includes Saturday and Sunday) prior to the Board meeting and submitted to local newspapers for publishing.
- C. Requests to address the Board on agenda or non-agenda items must include the name(s) and address(es) of the participant(s), the group affiliation, if and when appropriate, and the topic to be addressed. In addition, at the time of registration, a printed copy of the statement of concern, to be read at the meeting, must be submitted, including pertinent information necessary to identify the involved parties for further investigation.

Such request shall be subject to approval by the Superintendent and Board President. The Board President may delegate this responsibility as necessary.

- D. The Board President may call for additional informal public comment at the conclusion of the meeting, if, in his/her judgment, time permits and more comment is warranted. The time limit for such comments will be set by the President, who may also permit the administration or Board to respond to these public comments at his/her discretion. An Informal Comment Form must be completed on the evening of the Board meeting and submitted to the Secretary of the Board prior to the start of the meeting.
- E. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and/or group affiliation, if and when appropriate.
- F. Each statement made by a participant shall be limited to five (5) minutes duration or the discretion of the presiding officer, beginning with a reading of the prepared statement submitted at registration and, if desired, continuing with spontaneous remarks.
- G. No participant may speak more than once on the same topic unless questioned further by the presiding officer.
- H. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- I. The presiding officer may:
 - 1. interrupt, warn, or terminate a person's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;

2. request any individual to leave the meeting when that person does not observe reasonable decorum;
3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the 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.

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

K. Tape 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 agrees to abide by the following conditions:

1. No obstructions are created between the Board and the audience.
2. No interviews are conducted during the Board meeting.
3. No commentary is made that would distract either the Board or members of the audience.