# POWERS AND DUTIES OF THE BOARD OF EDUCATION 01.421 AP.1

Public Participation Guidelines

Public Participation/Speakers

Recognizing its responsibility to conduct the business of the District in an orderly and efficient manner, the Board has set reasonable controls for public presentations to the Board.

Persons wishing to address the Board must first be recognized by the Chairperson.

Members of the public may be given time to voice opinions or express concerns. The Chairperson may require the name and address of the speaker.

Public comment is just that – comment. Board members will listen to all comments but not engage in a discussion of any item. The Board may:

1. request that the Superintendent investigate an issue raised and report back, or
2. determine it is worthy for Board discussion at a later meeting.

Public viewpoint shall be recorded in the minutes if the speaker provides the Board secretary with a copy of his/her remarks.

1. Any person or persons wishing to present a matter to the Board shall register with the secretary (or his/her designee) of the Board prior to the meeting. The subject of the presentation shall be stated at that time.
2. Materials intended for consideration by the Board may be left with the secretary at the time of registration.
3. Presentations shall be limited to three (3) minutes. The presenter will be signaled when 30 seconds remain in the presentation window.
4. Undue interruption or other interference with the orderly conduct of Board business cannot be allowed. Defamatory or abusive remarks are always out of order. The Chairperson may terminate the speaker's participation if, after being called to order, the speaker persists in improper conduct or remarks.

Review/Revised:2/13/2017