Public Participation in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members to attend Board meetings to become acquainted with the program and operation of the district. Members of the public also are encouraged to share their ideas and opinions with the Board when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used.

Audience

During an open session of a Board meeting, members of the public may be invited to present concerns during the designated portion of the agenda.

Request for an Item on the Agenda

A member of the public may request the superintendent place an item of concern on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least five working days prior to the scheduled meeting.

Procedures for Public Participation in Meetings

The Board will establish procedures for public participation in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public Board meeting.

1. Persons wishing to speak will place their name on the appropriate public comment form.

2. A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.
3. Any person who is invited by the chairperson to speak to the Board during a meeting must state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesman should be designated to represent a group with a common purpose.

4. Statements by members of the public should be brief, concise and limited to a maximum of 3 minutes.

5. Questions asked by the public, will be referred to the superintendent for reply at a later time.

6. Questions requiring investigation will be referred to the superintendent for response at a later time.

**Petitions**

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

**Complaints Regarding Staff Members**

Speakers may offer objective criticism of district operations and programs. Harassing statements about any persons or groups of persons will not be tolerated. Complaints against district personnel will be made in accordance with district policies and procedures. The chairperson will direct the speaker to the procedures in Board Policy KL – Public Complaints for Board consideration. The Association contract governing the employee’s rights will be followed.

END OF POLICY

**Legal Reference(s):**

ORS 165.535  
ORS 165.540  
ORS 192.610 to-192.690  
ORS 332.057


**Cross Reference(s):**

BDDA - Notification of Board Meeting  
BDDC - Board Meeting Agenda