

Public Participation in Board Meetings

Although board meetings are held in public, they are not meetings of the public (Referenced from Boardmanship Booklet from OSBA). The board may allow public questions and comments at specific and limited times during the meeting, but it is not required to do so. A five (5) minute time limit during public comment, without questions and no criticism of an employee, is allowable in public meetings.

1. A visitor may be recognized by the chairman by rising, identifying himself/herself with his/her full name and address and stating his/her purpose for appearing.
2. A group of visitors with a common purpose should designate a spokesman for the group.
3. Discussion of presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the chairman.
4. A visitor may introduce a topic not on the published agenda. However, 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 for study and to report at a subsequent meeting. The Board shall make a decision at the meeting where information is presented only if the issue is considered an emergency by the Board.
5. At the discretion of the Board chairman, when meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing information to the Board secretary on a sign-in sheet prior to the meeting. This will help the chairman provide adequate time for each agenda item.
6. Statements by members of the public should be brief and concise. The chairman may, at his/her discretion, establish a time limit on discussion or oral presentation by a visitor on any topic.
7. Speakers may offer objective criticism of district operations and programs but the Board will not hear complaints concerning specific district personnel. The chairman will direct the visitor to the district complaint procedure for Board consideration and disposition of legitimate complaints involving individuals.

8. These procedures will be published on the back of every Board meeting agenda.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)

[ORS 165.540](#)

[ORS 192.610 - 192.690](#)

[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

Cross Reference(s):

BDDC - Board Meeting Agenda

KC - Community Involvement in Decision Making