

Lane Education Service District Policy

Code: **BDDH**
Adopted: 7/27/93
Readopted: 10/23/01
Orig. Code(s): BDDH

Public Participation in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites Lane ESD citizens to attend Board meetings to become acquainted with the program and operation of the ESD. 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 that 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 auxiliary¹ aids and services.

Auxiliary aids and services for individuals 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 are specifically invited to present concerns during the designated portion of the agenda. At the discretion of the chair, further public participation may be allowed.

Procedures for Public Participation in Meetings

The presiding officer is responsible for the orderly conduct of the meeting and shall rule on such matters as the speaker's right to address the Board, the time to be allowed for public discussion, the appropriateness of the subject being presented and the suitability of the time for such a presentation.

Where citizens wishing to impress the Board create such a disturbance as to render the orderly conduct of the meeting unfeasible, the Board may cause the removal of the offending individuals and, if that does not restore order, may clear the room except for orderly members of the press. Continued disturbances may result in arrest or misdemeanor charges as provided by law.

¹Auxiliary aids include, but are not limited to such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Brailled materials and large print.

A member of the public present at a meeting of the Board may address the Board during the meeting provided that he/she is first recognized by the chair and has identified himself/herself by name, address and/or affiliation. Each person so recognized and identified may address the Board only on matters properly before that body and shall do so as briefly as the subject allows.

Any person who is invited by the chair to speak to the Board during a meeting should state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.

The Board will provide appropriate space for individuals invited to address the Board, including a specified location, chair and access to a microphone.

The chair may use discretion to establish a time limit on discussion or oral presentation by visitors.

Questions requiring investigation may, at the discretion of the chair, 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.

Public Complaints of ESD Operations, Programs or Personnel

A speaker may present requests, suggestions or complaints concerning ESD operations, programs or individual personnel in accordance with Board policy and procedures. The chair will direct the visitor to the appropriate means for consideration and disposition of all such requests, suggestions or complaints.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 334.100](#)

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).