

## **Public Participation in Board Meetings**

1. A visitor wishing to make comments to the Board will fill out the sign-up sheet.
2. A group of visitors with a common purpose should designate a spokesperson for the group.
3. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chair.
4. A visitor may introduce a topic not on the published agenda, but the Board will not take action on the topic at that meeting. 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 chair, 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 Board chair provide adequate time for each agenda item.
6. Statements by members of the public should be brief and concise. The Board chair 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. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL/GBM - Complaints for Board consideration of a legitimate complaints involving a staff member.