

Public Participation in Board Meetings

The Board recognizes the rights of district patrons to express themselves on matters regarding the affairs of the district and encourages such participation.

It is important that Board meeting procedures provide reasonable opportunity for patrons and/or other interested persons to express themselves on agenda items or other subjects of interest. It is also important that such procedures maintain a level of decorum that demonstrates respect for the dignity of all participants and contributes to the orderly conduct of business.

In consideration of these factors, the following procedures shall apply to public participation at Board meetings:

1. Any person who wishes to address the Board is to sign a roster prior to the meeting and indicate the specific agenda item or other topic to which he/she wishes to speak. Groups or delegations are asked to designate spokespersons (maximum of three) to make the verbal presentation;
2. The "Comments from Visitors" section on the agenda is reserved for non-agenda subjects. No Board action will be taken on a subject raised under this category, unless:
 - a. The subject did not come to the attention of the party prior to the deadline for getting on the formal agenda;
 - b. The matter is of a pressing nature, requiring some remedy before the next scheduled Board meeting; and
 - c. The Board is satisfied that it has sufficient information to make a decision.

Otherwise, the matter will be directed to the administration and/or the appropriate Board sub-committee for attention and possible inclusion on a later agenda, if Board action is requested or required;

3. When called by the chairman, each speaker will come forward, in turn, or stand at a specified location to make his/her presentation;
4. Presentations shall be limited to five (5) minutes. Additional time will require Board action or consensus. The chairman may use a mechanical timer to strictly enforce the time limits;
5. The chairman shall restrict comments to the subject at hand and prohibit irrelevant, abusive or disruptive comments, materials or personal attacks on individual Board members or district personnel;

6. F. The chairman shall prohibit audience demonstrations of jeers, spontaneous verbal interjections or other disruptive actions that affect the orderly conduct of Board business;
7. G. Following the presentation(s) on a subject, the Board shall direct any desired clarifying questions to the speaker(s), after which public comment is shut off.

The Board may ask for comments from staff or seek any additional information deemed applicable. Board deliberations shall then proceed without further outside comment. Board action, if necessary, to follow.

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).
Americans with Disabilities Act Amendments Act of 2008.

Cross Reference(s):

BDDA - Notification of Board Meetings
BDDF - Conduct of Board Meetings
KC - Community Involvement in Decision Making
KLD - Public Complaints about District Personnel