



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** First and Final Reading of Board Policy BED (Local) – Public Participation

**SUBMITTED BY:** Trautmann & Garcia **OF:** Attorneys

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** January 25, 2023

**RECOMMENDATION:**

**It is recommended that the USD Board of Trustees approve the First and Final Reading of Board Policy BED (Local) – Public Participation**

**RATIONALE:**

**BUDGETARY INFORMATION:**

**POLICY REFERENCE & COMPLIANCE:**

### PROPOSED REVISIONS

**Limit on  
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

**Public Comment**

Regular Meetings  
and Board  
Workshopsand  
Standing  
Committee  
Meetings

At regular Board meetings and Board Workshops and Board standing committee meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins, as specified in the Board's procedures on public comment, and shall indicate the agenda item or topic on which they wish to address the Board.

Public comment shall occur at the beginning of the meeting.

No speaker's comments shall exceed three minutes; however, a non-English speaker whose comments require the assistance of a translator shall not exceed six minutes.

Meeting  
Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and  
Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If

not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. Speakers or others who use insulting, profane, threatening, or abusive language during any Board meeting shall be ruled out of order by the presiding officer. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

**Electioneering  
Prohibited**

No electioneering shall be permitted on behalf of or against an individual running for political office, and no literature pertaining to any form of electioneering shall be permitted during the meeting.

**Signs / Printed  
Materials**

Signs or placards brought to a Board meeting shall not be allowed inside the Board room. Additionally, any citizen wishing to distribute printed handout materials to the Board or audience shall do so before or after the public comment, but not during.