

BOARD MEETINGS  
PUBLIC PARTICIPATION

BDB  
(LOCAL)

**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**

At regular **all** Board 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 in person with the presiding officer or designee at least 15 minutes 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.

Attendees shall not be permitted to use during any meeting:

- USBs, laptops, pen drives, flash drives, or other outside devices to connect to the College District's audio/video/media system due to, among other factors, cybersecurity concerns; and/or
- Any audio or video devices.

None of the foregoing devices may be used by any audience participant during any part of any meeting.

Any individual who wishes to distribute printed material to the Board members during a Board meeting shall, at or prior to signing up with the presiding officer or designee for participation during public comment, submit the printed handout materials to the Board's administrative secretary. Distribution of any materials during any part of the meeting is strictly prohibited.

Except as permitted by this policy and the Board's procedures, an individual's comments to the Board shall not exceed three minutes per meeting.

**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:

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- Adjusting when public comment will occur during the meeting;
- Reordering agenda items;
- Deferring public comment on nonagenda items; and
- Continuing agenda items to a later meeting.

However, public comment on agenda items shall not be moved after the agenda items have been heard. The presiding officer may also provide expanded opportunity for public comment, establish an overall time limit for public comment, and adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

When there are six or less speakers scheduled, the Board President may extend each speaker's time to five minutes. Time may not be ceded from one speaker to another. The Board President may also limit the total amount of time for public testimony but not to less than 30 minutes.

The speaker may not speak on personnel or student matters that refer to individuals by name or title.

After a speaker's comments, the Board President shall make whatever response, if any, or take whatever action, if any, is deemed appropriate to handle the matter. Such response or action may include the following:

1. Referring the matter to the College President for action or for further recommendations.
2. Referring the matter to a later meeting or to a Board committee for further discussion or study.
3. Indicating that the matter shall be taken under advisement.

If the Board President determines that a person has not attempted to resolve a matter administratively, the person shall be directed to the appropriate policy for attempted resolution before bringing the matter to the Board.

**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 Board shall hear the complaint or concern and refer the

individual to the appropriate policy (see list below) to seek resolution:

- Employee complaints: DGBA
- Student complaints: FLD
- Public complaints: GB

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. 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.