

It is the desire of the Board that interested citizens attend their regularly scheduled **monthly** meetings or any special meeting where school business is transacted provided the meeting is not closed for reasons permitted by statute.

LIMIT ON
PARTICIPATION

Public participation is limited to [the Regular Meeting and to](#) the time allotted for those individuals who have requested that an item be placed on the agenda and to address an agenda item according to the procedures listed below. At all other times during Board meetings, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the President.

COMPLAINTS AND
CONCERNS

The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person shall be referred to the appropriate policy (see list below) to seek resolution:

Employee complaints: DGBA

Student or parent complaints: FNG

Public complaints: GF

AGENDA
PRESENTATION

In order for an individual or group to place an item on the agenda of a Board meeting, the individual or group must submit a written request six working days before the date of the Board meeting to the Superintendent or President of the Board. The request shall include the person's name, address, telephone number, and the subject matter to be presented.

ADDRESSING AGENDA
ITEMS

Citizens may address the Board [at a Regular Meeting](#) on any agenda item by presenting their name, address, and agenda item to be discussed to the President of the Board on the form provided prior to the opening of the meeting.

Other conditions that must be met for agenda item discussions include the following:

1. Total presentation time shall be limited to 45 minutes. Individual presentations shall be limited to five minutes. A member of the Board shall be designated to serve as keeper of the time.
2. Attempts shall be made to hear opposite viewpoints.
3. Selection of individuals to speak shall be made on a first come, first served basis. Forms shall be provided prior to the beginning of the meeting.

4. No speaker shall be permitted to relinquish his or her time to another person.
5. Board members and/or the Superintendent may at their own choosing comment at the end of each speaker's presentation.
6. No unwarranted personal attack on any individual shall be permitted.
7. During the time the Board is in session, only those persons (other than Board members and/or staff members) recognized by the presiding officer shall be permitted to participate in the discussion. Any attempt by any person, other than Board members or staff, to discuss any motion pending before the Board is out of order unless, by formal action or common consent, the Board allows such participation.
8. The Board reserves the right to change or alter this procedure at any meeting when the majority of the Board deems it necessary.

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 person 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 person removed from the meeting.