

# Three Rivers School District

8550 New Hope Rd • PO Box 160 • Murphy, OR 97533

Policy: BDDH  
Adopted: 11/21/05

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## PUBLIC PARTICIPATION IN PUBLIC COMMENT AT BOARD MEETINGS

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All meetings of the Board meetings, with the exception of executive sessions, are will be open to the public. The Board invites district citizens community members of the district to attend Board meetings to that they may become acquainted with the program and operations of the schools district. Members of the public are also encouraged to share their ideas and opinions with the Board, when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids<sup>1</sup> and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, an alternative, equally effective means of communication will be used.

### Audience

During a session of a Board meeting open to the public, members of the public may be invited to present comments during the designated portion of the agenda. At the discretion of the Board chair, further public comment may be allowed.

### Request for an Item on the Agenda

#### 1. Public or Patron Request for an Item on the Agenda

A member of the public may request the superintendent consider to placing an item of concern on the agenda of a regular Board meeting. This request should be made in writing and presented to the Superintendent for consideration at least ten calendar days prior to the scheduled meeting.

#### 2. Procedures for Public Participation in Comment at Meetings

The Board will establish written procedures will be established for public participation comment in open meetings of the Board. The purpose of these procedures will be to inform the public as to how to participate effectively participate in Board meetings in for the best interests of the individual, the district and other the patrons. The written information will be easily accessible and available to all patrons attending a public meeting of the Board meeting.

1. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chairman.
2. A visitor speaking during the meeting may introduce a topic not on the published agenda. 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 study.

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<sup>1</sup>Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

3. Any person who is invited by the Board chair to speak to the Board during a meeting should state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.
4. Statements by members of the public should be brief and concise. The ~~chairman~~ Board chair may exercise use discretion to establish a time limit on discussion or oral presentation by a visitors. ~~on any topic.~~
5. Questions asked by the public will, when possible, will be answered immediately by the chairman Board chair or referred to ~~other Board members or staff members present~~ the superintendent for reply. Questions requiring investigation may, at the discretion of the Board chair, be referred to the Superintendent for response at a later time.
6. At the discretion of the Board chairman, 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 the Board Secretary with a completed registration School Board Comment Card prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

The Board chair should be alert to see that all visitors have been acknowledged and thanked for their presence and for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.

### 3. Petitions

Petitions may be accepted at any Board meeting of the Board. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the Superintendent for consideration and recommendation of appropriate action.

### 4. Criticisms of Comments Regarding Staff Members

Speakers may offer objective criticism of district operations and programs, but, ~~the~~ The Board will not hear personal complaints concerning comments regarding any individual district personnel staff member. The Board chairman will direct the visitor to the appropriate means procedures in Board policy KL-Public Complaints for Board consideration and disposition of a legitimate complaints involving individuals a staff member. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, his/her supervisor and the Board.

END OF POLICY

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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. Sections 12101-12213 (2017); 29 CFR Part 1630 (2000 2017); 28 CFR Part 35 (2000 2017).  
Americans with Disabilities Act Amendments Act of 2008

*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).  
*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).