

Public Participation in Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district citizens to attend Board meetings to become acquainted with the program and operation of the schools. Members of the public also are 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 auxiliary¹ aids 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 an ~~open~~ session of a Board meeting, ~~open to the public~~, members of the public ~~are specifically may be~~ invited to present ~~concerns~~ ~~comments~~ during the designated portion of the agenda. At the discretion of the ~~Board~~ chair, further public ~~participation~~ ~~comment~~ may be allowed.

Request for an Item on the Agenda

A member of the public may request the [superintendent] or the [Board chair] consider placing an item on the agenda of a regular Board meeting. This request should be made in writing and presented to the [superintendent] or the [Board chair] for consideration at least [five working days] prior to the scheduled meeting.

Procedures for Public Comment at Meetings

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

¹Auxiliary 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.

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.
3. *The Board chair will determine the order of the speakers.*
4. Any person who is invited by the Board chair to speak to the Board during a meeting should state provide his/her name and address contact information 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. *The Board prefers that a group designate a spokesperson to represent those with a common purpose.*
5. Statements by members of the public should be brief and concise. The Board chair may use discretion to establish a time limit on discussion or oral presentation by visitors.
6. Questions asked by the public, when possible, will be answered *addressed* by the Board chair or referred to 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. *The Board will not answer questions submitted during public comment at the Board meeting. A Board member or district representative will follow-up after the meeting.*
7. At the discretion of the Board chair, 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 card or sign-in sheet, prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

Criticisms of Staff Members

Speakers may offer objective criticism of district operations and programs, but the Board will not hear complaints concerning individual district personnel. The Board chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving such individuals.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 to -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.