

**Section B: School Board Governance and Operations**

**BEDH Public Participation at Board Meetings**

The Board conducts meetings to carry out the official business of the school department. The Board recognizes the value of public comment on educational issues. To permit fair and orderly expression of such comment, the procedures described in this policy will be followed.

The Board will ask members of the public for comments prior to Board action on agenda items dealing with policy or the expenditure of funds. Requests to address the Board on matters not on the agenda must be made in writing to the Director and must set forth the specifics of the subject to be addressed. When appropriate, the Director will place such requests on the agenda. The Board will not entertain public comment about specific individuals. Such matters should be referred to the appropriate administrator.

The Board Chair is responsible for ensuring the orderly conduct of Board meetings. Individuals wishing to be heard by the Board will be recognized by the Board Chair. After identifying themselves, speakers may make brief comments. A speaker will not be recognized for a second time on a particular item unless time remains after all have been heard. Speakers must limit their comments to the item under discussion. Speakers should not expect the Board or the Director to answer questions during the comment period. Speakers may refer questions to the Director during regular business hours. All speakers must observe rules of common etiquette. The Board Chair may set a time limit on the length of public comment and/or a time limit for individual speakers. The Board Chair will stop any public comment that is contrary to these rules. Persons who disrupt a board meeting may be required to leave in order to permit the orderly consideration of the matters for which the meeting was called.

Except in an emergency, the Board will not take action on an issue before the Director has had an opportunity to research the issue and make recommendations to the Board.

Cross Reference: BEDB – Agenda Preparation and Dissemination  
KEB – Complaints about School Personnel

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