

Title: Public Attendance and Participation at Board of Directors' Meetings

Every regular, special or called meeting of the Board of Directors shall be open to the public except as otherwise provided by law. Citizens may exercise their democratic privilege of attending public Board meetings except as otherwise provided by the Constitution.

The Board shall make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding public participation. These include:

1. Any person wishing to address the Board is encouraged to notify the Office of Superintendent or the administrator designated by the Presiding Officer, in person or by telephone no later than thirty minutes prior to the start of the meeting, giving his/her name, street address and the topic upon which he/she wishes to speak.
2. Those who address the Board will be recognized during that portion of the agenda entitled "Public Participation." All speakers must be recognized by the Board President before addressing the Board. All questions and comments by speakers will be directed to the Board President in all cases. The Board President may defer speaker's comments until the time when the appropriate agenda item is being discussed.
3. The Board reserves the right to place reasonable time limits on each speaker or group of speakers. Each speaker who notified the Board Secretary no later than thirty minutes before the meeting will be limited to no more than five minutes. Each speaker who is recognized by the Board President and who did not provide prior notification will be limited to three minutes.
4. When multiple individuals wish to address the Board on one or more topics, a 30-minute limit shall apply for total public participation with the time limit of no more than five or three minutes per individual as described above. When these time limits exceed the 30-minute total time limit for public participation, then the Board President shall assign time limits. In so assigning time limits, the Board President may either set a total time limit in excess of 30 minutes and divide that time between all individuals requesting to address the Board or retain the 30-minute time limit and divide the 30 minutes between all individuals requesting to address the Board. In dividing the time, the Board President must divide the allotted time equally between all individuals requesting to address the Board.
5. Other regulations for persons addressing the Board are:
  - a) The speaker's remarks shall focus on a topic that is under consideration by the Board, or within the Board's authority to address.
  - b) It is the prerogative of Board members to ask the speaker questions during the speaker's presentation or make comments as frequently as necessary to clarify the discussion. The

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speaker may make comments and ask questions but may not interrogate or debate issues with the members of the Board. Any person interrogating or debating with members of the Board shall be ruled out of order by the Board President.

- c) Complaints against individual employees of the District may be made during public participation only after they have followed Board policy addressing complaints. If a speaker makes such a complaint, the presiding officer should inform the speaker of the proper procedure for making such complaints.
  - d) Personal attacks and/or disparaging comments about individual board members, employees, students or individual schools, will not be tolerated. Behaviors deemed disruptive or inappropriate will be considered out of order by the presiding officer.
  - e) The President may terminate any speaker's presentation for persistent violations of these rules, provided the speaker has been ruled out of order for violation of these rules.
  - f) The opinions expressed by public participants shall not be considered to be those of the Board, district administrators, faculty or staff.
6. If the Board determines a need for additional discussion of an issue raised during public participation, the item may be added to the agenda for a future meeting.

Cross References:

206, 405, 405.1, 405.2, 406, 406.1, 412,  
513, 513.1, 513.2, 513.3, 518, 518.1, 518.2  
519, 519.1, 909.

Legal References:

Iowa Code, Section 21.7

Approved: April 30, 1985

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