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**Board Policy** 

# **PUBLIC PARTICIPATION AT BOARD MEETINGS**

The Board of Trustees (Board) shall provide opportunities for members of the general public to participate in the business of the Board.

There will be a time at each regularly scheduled board meeting for the general public to discuss items on the agenda. Not more than a total of five minutes may be allotted to each speaker per board meeting. No more than twenty minutes will be allocated to public comment on any agenda or non-agenda item, except by unanimous consent of the Board. A speaker's time may not be transferred to another speaker.

Individuals wishing to speak to the Board at a Board of Trustees meeting during Comments from the Audience regarding item(s) on the agenda or non-agenda items must first complete a speaker's card with name, address, name of organization (if applicable) and the agenda item or topic on which a comment is to be made. A speaker must fill out a separate speaker card for each agenda item and non-agenda item he or she wishes to speak on.

When possible, speakers will be called on in the order in which the cards are received, unless several speakers are speaking on the same issue. In that case, the speakers may be grouped together.

Any member of the public wishing to present an item or items on the agenda may do so in accordance with Board Policy 2340 titled Agendas.

Pursuant to Section 72121.5 of the Education Code, members of the public shall be entitled to have placed on the agenda matters which are directly related to community college district business. The regulations and procedures governing such placement on the agenda shall be as follows:

- a. Written request shall be filed at the Superintendent/President's office.
- b. As quickly as feasible, but not later than ten working days after receiving the request, the Superintendent/President or his/her designee, (if finding the matter to be directly related to community college district business), shall place the matter on any agenda no later than the first regular meeting occurring at least ten working days after the filing of the request. If the Superintendent/President, or his/her designee, determines that the matter is not directly related to community college district business, the person shall be notified in writing, within ten working days. After such determination, a written appeal request for the ruling may be made

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to the Board, and such requests shall be filed with the Superintendent/President's office. The request for ruling from the Board shall be placed on the agenda no later than the second meeting following the filing of such request. If the Board determines the item or items should be placed on the agenda, the Superintendent/President will do so no later than the first regular meeting occurring after that determination.

c. The person requesting that a matter be placed on the agenda shall receive written notification, prior to the meeting, that the item has been placed on the agenda. An agenda will be accessible on the college website 72 hours prior to the regular board meeting or arrangements to receive a hard copy of the agenda can be made through the Superintendent/President's office. An individual responsible for placing an item on the agenda must be identified by name, address, and group represented, if any. If the individual requesting the agenda item fails to attend the meeting, that item may be dropped from consideration.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to the District.

Whether proposed at a regular meeting to be placed on a future agenda, or placed on the agenda by the Superintendent/President, the President of the Board, Board Members, or by members of the public, any proposed agenda item or item appearing on the agenda is subject to the point of order that the item is not directly related to the business of the District.

#### Reference:

- Government Code Sections 54954.3, 54957.5
- Education Code 72121.5

Adopted 7/10/73

Revised 12/11/73; 3/31/83; 10/15/07; 4/15/13