BP 2345  Public Participation at Board Meetings

References: Education Code Section 72121.5; Government Code Sections 54954.3 and 54957.5

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

Members of the public may bring matters directly related to the business of the District to the attention of the Board in the following ways:

- There will be a time at each regularly scheduled board meeting for the general public to discuss items not on the agenda. Members of the general public are provided three (3) minutes to address the board. Unless simultaneous translation equipment is used, non-English speakers will be allotted six (6) minutes to allow for translation. Members wishing to present such items shall submit a written request at the beginning of the meeting to the President of the Board that summarizes the item and provides his/her name and organizational affiliation, if any. No action may be taken by the Board on such items.
- Members of the public may place items on the prepared agenda in accordance with BP 2340, Agendas.
- Members of the public also may submit written communications to the Board on items on the agenda and speak to agenda items at the Board meeting. Written communication regarding items on the Board's agenda should reach the office of the Superintendent/President not later than five (5) days prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

If requested, writings that are public records shall be made available upon request in appropriate alternative formats so as to be accessible to persons with a disability.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to the District through the Office of the Superintendent/President.

Approved by the Board of Trustees: December 5, 2017