

**Limit on  
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during the Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the Board Chair or presiding officer.

**Public Comment at  
Posted Meetings**

At posted meetings, the Board will allot time within the meeting to hear persons who desire to make public comments to the Board. Persons who wish to participate in the e is portion of the meeting designated for public comment will sign up before the meeting begins and indicate the topic or agenda item(s) about which they wish to speak.

At regular Board meetings, citizens may address agenda or non-agenda items in their public comments.

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

**Procedures**

Public comment cards are available from and accepted by the Executive Assistant to the District President and Secretary to the Board of Trustees or designee for one hour prior to the start of the meeting. Citizens who wish to speak must complete the public comment cards and indicate the agenda item or topic on which they wish to address the Board.

Comment cards are not transferable to other speakers.

~~At regular Board meetings, citizens may address agenda or non-agenda items in their public comments.~~

~~At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.~~

No comments by an individual citizen will exceed 3 minutes, except when a speaker uses a translator, in which case, the comments cannot exceed 6 minutes. The Board encourages, but does not require, delegations of more than five persons to appoint one person to present their views before the Board

Comments addressing agenda items will be heard at the beginning of the Board meeting, in order of the corresponding agenda item, for the allotted total of 30 minutes or until all agenda-related comments have been heard.

If time remains within the comment period allotted ~~by the Board 30 minutes~~, comments addressing non-agenda items will then be heard.

All comments related to non-agenda items that are not heard during the comment period allotted by the Board ~~allotted 30 minutes~~ will be heard at the end of the regular Board meeting.

~~No presentation by an individual will exceed three minutes, except when a speaker uses a translator, in which case, the presentation cannot exceed six minutes. The Board encourages, but does not require, delegations of more than five persons to appoint one person to present their views before the Board.~~

### Meeting Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the Board Chair or presiding ~~Board~~-officer may make adjustments to public comment procedures, including:

- Adjusting when public comment will occur during the meeting;
- Reordering agenda items;
- Deferring public comment on non-agenda items; and
- Continuing agenda items to a later meeting.

However, public comment on agenda items shall not be moved after the agenda items have been heard. The Board Chair or presiding officer may also provide expanded opportunity for public comment, establish an overall time limit for public comment, and adjust the time allotted to each speaker. However, no individual shall be given less than 3 ~~three~~ minutes to make comments.

### Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board will not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

### Complaints and Concerns

The presiding officer or designee will determine whether an individual ~~a person~~ addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person-individual will be referred by the Board or appropriate administrator to the ~~appropriate~~ applicable policy (see list below) to seek resolution:

1. Employee complaints — DGBA
2. Student complaints — FLD
3. Public complaints — GB

**Disruption**

The Board will not allow disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any ~~person~~individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the ~~person~~individual removed from the meeting.