Public Comment at Posted Meetings

At posted meetings, the Board will allot time within the meeting to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting will sign up with the presiding officer or designee before the meeting begins and will indicate the topic or agenda item(s) about which they wish to speak.

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.

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

If time remains within the allotted thirty (30) minutes, comments addressing non-agenda items will be heard.

All comments related to non-agenda items that are not heard during the allotted thirty (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 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 a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person will be referred to the appropriate 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 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 removed from the meeting.