

BP 2350 Speakers

Reference: *Government Code Sections 54950, et seq.; Education Code Section 72121.5*

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board are subject to the following:

- The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- No member of the public may speak without being recognized by the President of the Board.
- Each speaker will be allowed a maximum of five minutes per topic. Twenty minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one board meeting. At the discretion of a majority of the Board, these time limits may be waived for all speakers.
- Each speaker coming before the Board is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters.
- A Board member making individual presentations is limited to no more than five minutes per item. A Board member commenting on an agenda item is also limited to five minutes. Where two or more items on an agenda are related, the limit may be expanded to ten minutes, but will be applied inclusively to all of the related items. These time limits may be waived by action of the Board.

Persons wishing to address the Board regarding items listed on an agenda or items not listed on an agenda should complete a request card as indicated below. Individual presentations are limited to five minutes. The maximum total time for all audience presentations on the same subject is twenty minutes. Proponents on the same subject should determine their principal speakers in advance so they may be accorded first consideration in using their time. If the speakers cannot determine among themselves who will use their share of the time, an alternate method may be used by the Board.

Speaking to Items Listed on the Agenda:

- Persons wishing to address an item on the agenda should complete the designated card and submit it to the Board Secretary.
- After an agenda item has been presented and staff reports made, the Board shall invite public presentations relating to the item. Persons addressing the Board shall preface their remarks by stating their name and address, and indicate the organization or group represented, if any. Speakers are encouraged to (a) be direct and concise, (b) avoid repetition of statements already made on the same subject, and (c) put their views in writing for information to the Board.
- Those wishing to submit questions to the Board for public presentation should do so in writing. At the Board's request, the Chancellor will provide written responses to such questions in a timely manner following the Board Meeting.

Speaking to Items Not Listed on the Agenda

- Persons wishing to address an item not on the agenda should complete the designated card and submit it to the Board Secretary.
- At a time so designated on the agenda, members of the public also may bring before the Board matters that are not listed on the agenda of a regular meeting, but are within the subject matter jurisdiction of the Board.
- Persons requesting presentations on items not on the agenda shall be prepared to be heard by the Board at the conclusion of all other sections of the Board agenda. All requests for presentations on items not on the agenda should be submitted to the Board secretary prior to the beginning of the meeting.
- Any individual member of the public, individual Board Member, individual group, or individual organization shall be limited to initiating one non-agenda item per regular Board Meeting. This limitation may be waived by the Board when it determines, upon motion and vote, that it is in the best interest of the District to do so.
- The Board may refer such matters to the Chancellor or designee to take under advisement, but shall not take action at that time. Action of items not listed on the agenda is restricted by law. (Gov. Code 54954.2 and 549454.3) Persons addressing the Board will be advised in a timely manner of the Chancellor's findings and recommendations, and any board decision on the matter.

Adopted: July 21, 2004