



BP 2345 Public Participation at Governing Board Meetings

All meetings of the Governing Board shall be open to the public except as provided in Government Code. All actions authorized or required by law of the Governing Board shall be taken at such meetings and shall be subject to the requirements described in administrative regulations.

The Governing Board shall provide opportunities for members of the general public to place matters directly related to District business on the agenda of the Governing Board meetings. Members of the public may bring matters directly related to the business of the District to the attention of the Governing Board in one of two ways:

- There will be a time at each regularly scheduled Governing Board meeting for the general public to discuss items not on the agenda. Members wishing to present such items shall submit a written request at the beginning of the meeting to the Superintendent/President that summarizes the item and provides the individual's name and organization 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 titled Agendas. A written summary of the item must be submitted to the Superintendent/President at least 21 calendar days before a regular Governing Board meeting. The summary must be signed by the initiator, and contain the individual's residence or business address and organizational affiliation, if any.

The Governing Board may place a limit on the amount of time allocated for each individual speaker, and will allow twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the Governing Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously.

Members of the public also may submit written communications to the Governing Board on items on the agenda and speak to agenda items at the Governing Board meeting. 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 in appropriate alternative formats so as to be accessible to persons with a disability.



BP 2345 Public Participation at Governing Board Meetings

Page 2 of 2

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

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

Policy

Category: Governance Process

Adopted: 1/26/12
(Replaces former Board Policy 1.10.7)

Revised: 5/24/18, 7/14/22