



Board Policy
Chapter 2 – Board of Trustees

BP 2350 SPEAKERS

Persons may speak to the Board of Trustees 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 Chair 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 of Trustees 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.

Addressing the Board of Trustees

Regular Meetings of the Board of Trustees

Members of the public may address the Board of Trustees by oral presentation concerning any subject that lies within the jurisdiction of the Board of Trustees provided the requirements and procedures herein set forth are observed.

Special Meetings of the Board of Trustees

Members of the public may address the Board of Trustees by oral presentation on any item included on the agenda for consideration by the Board of Trustees, provided the requirements and procedures herein set forth are observed.

Procedure for Addressing the Board of Trustees

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable), and the topic or agenda item on which comment is to be made.

No member of the public may speak without being recognized by the Chair of the Board.

Generally, each speaker may be allowed a maximum of three minutes per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. Each speaker is limited to one presentation per specific agenda item before the Board and to one presentation per meeting on non-agenda matters. A speaker's time may not be transferred to another speaker.

General Public Comments and Consent Agenda

- The card to speak during Public Comments or on a Consent Agenda item must be submitted to the recording secretary at the meeting before the Board reaches the Public Comments section in the agenda.
- Three minutes may be allotted to each speaker per topic for general public comments or per item in the Consent Agenda. The speaker must adhere to the topic. Individuals wishing to speak during Public Comments or on a specific item on the Consent Agenda will be called upon during Public Comments.

Major Items of Business

- The card to speak during Major Items of Business must be submitted to the recording secretary at the meeting before the Board reaches that specific item in the Major Items of Business in the agenda.
- Three minutes may be allotted to each speaker per item in Major Items of Business. The speaker must adhere to the topic. Individuals wishing to speak on a specific item in Major Items of Business will be called upon at the time that the Board reaches that item in the agenda.

Exceptions: The time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent/President.

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting. (See BP 2355 Decorum)
3. The Board of Trustees urges that charges and complaints against any District employee be submitted to the Board in writing. This allows the Board to more carefully examine the complaint and initiate an investigation when necessary. However, no one will be prevented from making a charge or complaint to the Board because they decline to do so in writing. If a complaint is made orally, the Board may request that the individual making the complaint provide additional information to facilitate an investigation. The Board may also afford the District employee, about whom a complaint is made, the opportunity to respond either orally or in writing at the same or subsequent meeting.

Also see BP 2345 Public Participation at Board Meetings and BP 2355 Decorum.

References:

Education Code Section 72121.5;
Government Code Sections 54950 et seq.

Adopted: May 1, 2000

Revised: December 1, 2003, June 6, 2017; June 2, 2020

(Replaces former SMC BP 1570)