



## **Public Comment Policy**

**Policy Number: 1001**

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### **I. Purpose**

The Board encourages public engagement and frequently schedules time to hear from members of the public. Public comment time is placed on the agenda at the Board's discretion.

### **II. Policy**

The following rules apply to public comment at Board meetings:

- A. Members of the public wishing to speak to the Board must include their name, address, affiliation, and the agenda item or topic they wish to address on the "Public Comment Sign In Form" that is available prior to the meeting.
- B. Speakers will be given up to two (2) minutes to address the Board. Speakers representing large groups may request up to five (5) minutes to address the Board.
- C. The Board will not take public comment on personnel issues or statements regarding the character, professional competence, and the physical or mental health of an individual during a Board meeting.
- D. The Board is unable to deliberate or take action on items raised during the public comment period that are not on the meeting agenda.
- E. Persons who disrupt Board meetings will be removed from the meeting.
- F. The Board president, at his/her discretion, reserves the right to end public comment at any time.

### **III. References**

None

### **IV. Attachments**

Public Comment Handout

### **V. Revision History and Approval Date**

Version 1: 26MAR2020: Original Date of Approval

Version 2: 17FEB2022: Correct format errors and removed definitions