

### **PARTICIPATION AT BOARD MEETINGS**

All regular, special, and emergency meetings of the Board of Trustees are open to the public.

Board meetings are conducted for the purpose of carrying out the official business of the school district. In order to preserve the orderly conduct of its meetings, the Board does not permit spontaneous discussion from the public. Persons desiring to have an item placed on the agenda for a specific board meeting should direct their request in writing to the Superintendent or Board Chair at least seven(7) days prior to the scheduled meeting. The Superintendent and the Board Chair will confer and determine whether to place the item on the Board agenda or otherwise respond to the request. The Board may permit school district personnel and/or invite persons to address subjects on the Board agenda. The Board may schedule an interim public discussion period on a particular agenda item if determined appropriate by the Board.

The Board desires to hear the viewpoints of citizens throughout the district and may provide time during its meetings for public comment. Public comment periods are not public forums but rather are considered limited public forums. The Board Chair may set a time limit for the public comment period and/or a specific time limit for individual speakers as may be necessary to allow everyone a fair and adequate opportunity to be heard and/or to ensure that the Board has sufficient time to address all matters on its scheduled agenda. In order to avoid repetition, the Board may direct that groups or organizations designate a single spokesperson to address the Board regarding a specific topic.

The Board shall provide a sign in sheet when public comment is provided for. Persons desiring to speak during public comment shall sign in prior to commencement of the public comment period. The Board Chair shall conduct the public comment period. Speakers may make comments on school operations, school programs or other matters that relate directly to the school district. Speakers are not permitted to discuss matters pertaining to the performance or employment of individual school district personnel as such matters should be addressed with the Superintendent or with the Board in executive session. All participants should not use obscene, abusive, or vulgar language or engage in other language or actions that could prevent the meeting from being conducted in an orderly, efficient and dignified manner.

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The Board Chair is responsible for maintaining proper order and adherence to this policy. The Board Chair may discontinue any

presentation that violates the guidelines set forth in this policy and/or continue the public comment period at a different time as may be necessary. Questions asked by members of the public may, at the discretion of the Chair, be answered by a Board member or school district staff during the meeting, or referred to the Superintendent for future consideration and/or response.

See also policies:

KCB	Community Involvement in Decision Making
KD/KB	Public Communication/Public's Right to Know
KDDA	News Releases
KDF	Public Participation at Board Meetings
KE	Public Concerns and Complaints

First Reading: 2-3-25  
Second Reading: 3-3-25