

All meetings of the board are open to the public and all persons are permitted to attend any regular, or special or emergency meeting of the board. The right to attend a meeting of the board does not grant any individual the right to provide public input to the board during its meeting. The board may exclude the public from any meetings it may hold in executive session.

### **PUBLIC PARTICIPATION**

The board chairperson has the authority and responsibility to oversee the orderly process of a board meeting, and is responsible for recognizing all speakers, utilizing the following guidelines:

1. Public participation will be permitted only as indicated on the order of business as set forth in the board's agenda, or as determined appropriate by the chairperson.
2. Members of the public will not be recognized while the board is conducting its official business.
3. Members of the public wishing to make formal presentations to the board must make a written request one (1) week in advance, submitted to the district office. Individuals will be notified regarding whether their request to address the board has been granted and, if so, will be provided the approximate time as set forth in the meeting agenda.
4. Members of the public must be recognized by the chairperson and must preface their comments by announcing their name, address, and group affiliation, if appropriate.
5. A single spokesman must be selected by groups or organizations desiring to address the board in order to avoid repetitious information.
6. Each statement made by a member of the public shall be limited to three (3) minutes duration, or as determined appropriate by the chairperson. The board will limit the total time for each agenda item to 20 minutes. The chairperson may take a poll of speakers for or against a particular issue and may ask that only those individuals with something new to add request to speak. With a majority of the board members consent, the time allowed for public presentations may be modified.
7. All comments must be limited to items directly related to the district. When deemed appropriate by the chairperson, comments and questions at a regular board meeting may deal with any topic related to the board's conduct of schools. Comments at special meetings must be related to the call of the meeting.
8. The board will not hear complaints against personnel or any students in a public board meeting.
9. All statements shall be directed to the chairperson; no member of the public may address or question board members individually.

The chairperson may:

1. Interrupt or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, irrelevant, or redundant.
2. Request any individual to leave the meeting when that person does not observe reasonable decorum.
3. Request the assistance of law enforcement officers in the removal of a disorderly person when the person’s conduct interferes with the orderly process of the meeting.
4. Call a recess or an adjournment when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

**USE OF ELECTRONIC DEVICES DURING MEETINGS**

Board members will not utilize electronic communication during board meetings unless that communication is also publicly communicated to those in attendance at the meeting. Such communication will be recorded or otherwise referenced in the board minutes, as determined appropriate, given the nature of the topic being considered.

**EXECUTIVE SESSION**

All final actions and final decisions by the board will be made at a regular or special meeting. No final decisions will be made in executive session, with one exception. The decision to place a certificated employee, who is employed on an annual contract, on probationary status may be made in executive session. In such cases, the employee will not be named in the minutes of the meeting. No decision at a regular or special meeting of the board will be made by secret ballot.

**PARTICIPATION VIA TELECOMMUNICATIONS DEVICES**

Any board meeting may be conducted using telecommunications devices which enable all participating board members to communicate with each other; provided, however, that at least one (1) board member, or superintendent, must be physically present at the location designated in the meeting notice, to ensure that the public may attend such meeting in person. Such telecommunication devices may include, but are not limited to, telephone or video conferencing devices and similar communications equipment. All communications must be audible to the public attending the meeting in person and all participating board members. Any board member participating via telecommunication devices shall be deemed to be present in person at the meeting.



**LEGAL REFERENCE:**

Idaho Code Sections

33-510

33-514

33-515

67-2341, *et seq.*

**FIRST READING:** October 11, 1999

**ADOPTED:** November 8, 1999

**REVISED:** April 14, 2003

**REVISED:** October 12, 2004

**REVISED:** December 10, 2007