

1.70.012-P Presentations By Citizens And Employees

In order to provide an orderly method of handling the growing volume of Board business and to give the public and school employees a greater opportunity to participate in Board meetings, the following procedures shall be followed in connection with presentations at Board meetings:

- (1) **Presentations by Employees**. Matters to be presented to the Board at a Board meeting by an employee or employees of the district or by representatives of employee organizations shall first be submitted in writing to the Office of Board Services. The chair may set reasonable time limits for such presentations. The Board may waive the time and form requirements of this paragraph in matters of an emergency nature;
- (2) **Presentations by Citizens**. Members of the general public who plan to make presentations at Board meetings should register their intentions with the Office of Board Services prior to the beginning of the meeting;
- (3) **Guidelines for Presentations**. A speaker shall submit for the record his/her name, address and the name of the organization he/she represents if he/she is speaking on behalf of an organization;
- (4) **Petitions**. Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation;
- (5) **Criticisms of Staff Members**. Speakers may offer objective criticism of district operations and programs, but the Board will not hear complaints concerning individual district personnel. The chair will direct the visitor to the appropriate process for disposition of legitimate complaints involving individual employees who report to the superintendent.
- (6) **Rules of Conduct**. All speakers shall adhere to the Rules of Conduct as posted in the boardroom.

Legal References: ORS 332.107; Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq. 29 CFR Part 1630

History: Adpt 6/71; Amd 1/83; Amd 9/9/02; BA 2417