

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2345 Public Participation at Board Meetings

References:

Education Code Section 72121.5;
Government Code Sections 54954.3 and 54957.5
Education Code 72000, 72121, 7212.5, 72122, 72129
Government Code Sections 54954.2, 54954.3, 54956, 54956.5

1. Board Meetings

All Board meetings are open to the public, except for Closed Sessions. Members of the public who wish to address the Board should complete a blue speaking request form, located immediately outside of the Board Room, and submit it to the Secretary of the Board prior to the start of the Board's Open Session. Topics related to Agenda items will be heard prior to or when the item arises on the Agenda. Speakers wishing to address the Board regarding items not on the Agenda will have the opportunity to do so prior to the adjournment of the Open Session. The requirement to submit a blue speaking form prior to Open Session is not applicable for public comments related to the Closed Session items.

A member of the Board, once recognized by the Board President, shall not be interrupted when speaking unless it be to call the member to order or as herein otherwise provided. If a member, while speaking, is called to order, the member shall cease speaking until the question of order is determined, and, if in order, he or she shall be permitted to proceed. Speakers addressing the Board should address the Board through the Board President and not address comments to staff members. Public speakers are limited to five minutes per item.

Members of the public may place items on the prepared agenda in accordance with BP 2340 titled Agendas.

If requested, writings that are public records shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

2. Large Groups and Organizations

Large groups and organizations wishing to appear before the Board are encouraged to identify one or two spokespersons that may:

- a) Introduce members in attendance in support of the group's position.
- b) Present a consolidated statement to the Board.

3. Board President Authority

- a) The Board President shall have authority to control the meeting in an orderly and civil manner. Profanity, obscenity, or other offensive language may be ruled out of order. Threats directed toward any person or property shall be ruled out of order.
- b) In the event that the meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the Board President will ask the person or persons to leave the meeting room.
- c) Speakers who engage in such conduct will be denied the opportunity to address the Board for the duration of the meeting.
- d) A warning and request that the persons curtail the disruptive activity will be made by the Board President. If the behavior continues, the person will be asked to leave or will be removed by Security staff, based on a finding that the person is violating this Policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.
- e) If, in accordance with these rules, order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Board President may order the meeting room cleared and may continue in session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Revised September 3, 1986

Revised July 1, 1987

Revised February 19, 2003

Revised March 4, 2009

Revised November 18, 2009

Renumbered from CCCD Policy 010-2-5, Fall 2010

Revised November 6, 2013