



## **Public Forum or Agenda Item Speaker Request**

*RISD Board Meetings Public Participation, BED(LOCAL)*

### **AGENDA ITEMS**

To request that an item be placed on our agenda, please contact the Superintendent or School Board President.

### **OPEN FORUM**

At regular monthly meetings the Board may elect to hear, for up to five minutes, persons who desire to make comments to the Board. Speakers addressing the Board on items not listed on the agenda must sign up to speak during the open forum. The open forum portion of the meeting shall be conducted prior to the Board convening in executive session.

At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

### **LIMIT ON PARTICIPATION**

An individual shall be limited to five minutes to address the Board during open forum. Public comment to the Board shall be available on a first-come, first-served basis.

Speaking time cannot be transferred to other speakers.

### **SPEAKERS TO AGENDA ITEMS**

Speakers addressing the Board on an agenda item must sign up to speak to that particular agenda item.

### **ADDRESSING THE BOARD**

Individuals who address the Board must:

1. Individuals must sign up in advance of the Board meeting by email, facsimile, online website submission, or in-person at the RISD administration office. Signup will open at 8:00 am and close at 5:00 pm. When the individual signs up, the individual must indicate whether the comment pertains to an item on the Board agenda and, if so, which item or items. An individual who will be accompanied by a translator must notify the District at the time of the signup.

2. Use the lectern and provide their name and address; the name of any individual or group being represented; and if a District employee, their position in the District.
3. Refrain from naming specific District students, employees, or positions during their comments to the Board.

## **BOARD'S RESPONSE**

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

## **COMPLAINTS AND CONCERNS**

The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person shall be referred to the appropriate policy (see list below) to seek resolution:

Employee complaints: DGBA

Student or parent complaints: FNG

Public complaints: GF

## **DECORUM**

All individuals in attendance at Board meetings shall display civility and decorum. Individuals shall not use insulting, profane, threatening or abusive language during the meeting. In addition, public comment shall not be used for personal attacks.

During each Board meeting, the presiding officer or designee shall read a statement explaining the rules for addressing the Board and the expectations of civility and decorum during the Board meeting.

Signs or posters outside of those given by the District, shall not be permitted inside of the Board Room.

## **DISRUPTION**

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the person removed from the meeting. Signs or posters outside of those given by the District, shall not be permitted inside of the Board Room.