

**Public Comment to the Board**  
**C-140-P**

Written submissions may be directed to the Board, through the Superintendent, for consideration at a Board meeting. Copies of all correspondence directed to the Board will be made available to all Board members.

In addition to written submissions, a specific time may set aside at regular Board meetings for public comments regarding items from the posted agenda. Individuals who want to make public comments regarding an agenda item must provide a written request to the Superintendent no less than five business days prior to the day of the Board meeting. To provide notice to the public of matters to be discussed by the Board, only comments reasonably related to the posted agenda item will be permitted. The Board President will apply reasonable restrictions on individuals addressing the Board including but not limited to restrictions on the number of items to be considered, the number of spokespersons and the amount of time of each spokesperson may have to address the Board. If the meeting agenda is full, the Board President may reschedule an item for the next regular meeting. The Board President will set a time limit for the public comment portion of the meeting. No individual will be permitted to speak more than once during this part of the meeting. Each member of the public to speak will be given the same amount of time to address the Board.

If a member of the public wishes to have an item placed on the agenda of a regular Board meeting, he or she may make a written request to the Superintendent after going through the appropriate process for a complaint or concern pursuant to District rules. See District Policy C-120-P regarding Complaints or Concerns. The written request must be received at least five (5) business days prior to the Board meeting and must describe the items to be discussed with reasonable particularity. The item may then be placed on the agenda as deemed appropriate by the Superintendent and the Board President. The Board President will refuse to allow discussion of an issue that has not gone through the appropriate process as a complaint or concern pursuant to District rules.