

GP-11: PUBLIC COMMENT

Adopted: 08/08/63

Revised: 09/28/78; 04/05/79; 10/11/79; 07/24/80; 05/13/82
06/01/89; 04/14/92; 06/22/93; 09/14/93; 01/25/94
08/22/95; 12/17/96; 03/09/00; 09/28/00; 12/14/00
01/24/02; 03/13/03; 11/13/03; 01/22/04; 08/09/07
01/14/10; 11/08/12; 03/26/15; 09/22/16; 05/25/17
08/11/22

The Board of School Trustees encourages and values public input. To create a safe and welcoming environment at Board meetings, conducive for Board business and public comment, everyone is expected to be respectful and civil.

The Board requires that individuals conduct themselves professionally and that their behavior and comments remain civil and courteous. In addition, public comment is meant to allow members of the public to address the Board, not each other. Please direct your comments to the Board as a whole and refrain from addressing other members in the audience. Personal attacks against individual members will not be allowed. Personal issues raised during public comment may be addressed on a case-by-case basis by the Superintendent or designated staff at a later time. To maintain consistent and fair practices, members of the Board will not address individual public comments.

As required by the Nevada Open Meeting Law and the Board’s Governance Policies, members of the public shall be provided the opportunity to be heard at Board meetings. Public comment at Board meetings should be reserved for matters directly within the jurisdiction of the Board (e.g. District policy, Board Vision, Monitoring of District Goals).

Additionally, in order to be responsive to specific public concerns, the Board encourages the public to first address their concerns with the staff member closest to the situation, in an effort to have their concerns addressed as quickly as possible. Individuals whose concerns remain unaddressed through this method should contact the Board member who represents them. This will allow the Board member to ensure a staff member responds to their inquiry. In order to honor the seriousness of individual concerns, the Board will ask the Superintendent to report back to the individual Board member on the outcome of the issue in a timely manner. Personnel, labor negotiations, student discipline, and other sensitive matters shall be reported to the Board in a closed session per NRS 241.015(3)(b)(2) and 288.220.

Board members who believe the Superintendent has not reported back to them in a timely manner or with an acceptable response regarding the complaint or concern shall address their concern using the Balanced Governance™ Progressive Response process as described in item 7 of GP-4.2: Board Members' Principles of Operation.

To better engage with individuals and the community, the Board may host community engagement opportunities outside of the Board room setting. All meeting dates, times, and locations can be found on the Trustees' Web page at <http://ccsd.net/trustees/> or by contacting the Board Office at 702-799-1072.

Public comment may be exercised in the following way:

1. There will be a public comment period offered for individuals wishing to speak on matters within the jurisdiction of the Board but not listed as an action item on the agenda. This public comment period will be immediately prior to the adjournment of the meeting. Each individual wishing to speak during this period will be given 3 minutes to address the Board. The public should be aware that the Board is unable, by law, to deliberate or take action on items not listed on the agenda. In an effort to be fair and consistent, Board members will refrain from addressing individual public commenters.
2. In addition to the public comment period on non-action items, members of the public are permitted to provide public comment on any agenda item requiring Board action. Public comment on these items will be held for each item, after staff presentations and discussion by the Board, but before the Board votes on the item. Customarily, speakers will be called in the order in which they signed up to speak. To minimize distractions, no additional speakers may sign up once the Board President has introduced the agenda item. Speakers will be given 3 minutes to address the Board and shall remain on topic. The consent agenda is considered a single action item with a 3 minute speaking limit per individual, no matter how many sub-items the individual wishes to comment on. Extended comments can be submitted to the Board in writing and will be attached to the agenda item for which they are received. Written comments received prior to the deadline that speakers can call the Board Office are uploaded to the appropriate agenda item in BoardDocs. Any written comments received after the deadline and prior to the meeting adjourning are uploaded to BoardDocs within the appropriate item, on the next business day.

3. The public is encouraged to refer to the Board agenda for instructions on how to sign up to speak during public comment. Also, members of the public requiring special assistance or a reasonable accommodation at the meeting, including translators for Spanish and other languages, are required to contact the Board Office at least 24 hours in advance of the meeting so that reasonable accommodations may be made. Staff will do its best to reasonably accommodate any same day requests, but cannot guarantee the availability of a specific accommodation.
4. The Board reserves the right to waive or alter this procedure if in the opinion of the Board, it is warranted by the circumstances of any particular meeting. In addition, in the event that extenuating circumstances exist, the Board President in consultation with Board Counsel, may modify this procedure as needed. This includes assessing the level of public interest for specific topics and making a reasonable interpretation of the time limits for individual speakers based on time, place, and manner. NRS 241.020(3)(d)(7)
5. At each meeting, the chair may read speaker guidelines prior to receiving public input.

Meeting Decorum

The Board meeting is a place to conduct District business, not an open forum. Please observe the following rules while in attendance.

1. No heckling of speakers or shouting from the audience.
2. No signs greater than 18 inches x 24 inches in the meeting.
3. No personal cell phone calls in the Board room.
4. While exiting the room do so quietly.

Failure to follow these rules by an individual or group is grounds for an attendee or group of attendees being asked to leave the meeting.

NRS 241.030(4)(a). Examples of disruptive conduct include, without limitation, yelling, stomping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, batter, or any other acts intended to impede the meeting or infringe on the rights of staff or meeting participants.

Guidelines for Public Comments:

1. Speakers may not use racial slurs, personal insults, threats, or other inappropriate language during their public comment period.
2. Speakers should address the Board as a whole and not individual Board members, members of CCSD staff, or members of the public.
3. Speakers must remain on the topic they signed up to speak on and will be reminded or asked to do so should they get off-topic. If they still do not get back on the topic to be addressed at the time, they will be asked to sit down and wait for the appropriate action item or non-action item comment period of the meeting.
4. One public comment on non-agenda items per individual, per meeting.
5. No individual may sign up for another individual without the express or implied authority to do so.
6. No individual may yield their time to another individual.
7. No individual may speak on behalf of individuals without the express or implied authority to do so.

The Board President may:

1. Call a speaker to order if their statement exceeds their time limit, is abusive, inappropriate, obscene, or disrupts the business of the Board.
2. Request the speaker to leave the meeting if they refuse to come to order.
3. Request the assistance of security or law enforcement to remove a disorderly speaker from the meeting.

Disorderly conduct from speakers and members of the public shall result in additional consequences for each infraction:

1. Removal from the meeting and/or trespassing – 30 days
2. Removal from the meeting and/or trespassing – 60 days
3. Removal from the meeting and/or trespassing – 180 days

Reminder to the public:

What you say could potentially violate the rights of others under the laws related to defamation or invasion of privacy. The Board is not liable for any individual's actions. If you are unsure of the legal effect of your remarks, you should see independent advice from legal counsel.

In an effort to keep all participants safe, attendees are directed to obey all lawful orders issued by CCSD Police Services or other security personnel, which may include being directed to remain or move to a specific area or location, lower voices for safety reasons or other safety related commands. Willfully disturbing a public meeting or interfering with the conduct of official business in a public building are unlawful and may subject the violator to citation or arrest.

Individuals are not required to address the Trustees in person in order to express their concerns. The Trustees may also receive communication via e-mail, fax, US Mail, and by phone. Contact information is provided as follows:

Clark County School District
Office of the Board of Trustees
5100 W. Sahara Ave., Las Vegas, NV 89146
702-799-1072 (phone) 702-799-0257 (fax)
Business hours: 7:00 a.m. – 5:00 p.m.
<http://ccsd.net/trustees/contact/all>