

2031. POLICY ON PUBLIC PARTICIPATION AT BOARD MEETINGS

References: California Education Code Section 72121.5
California Government Code Sections 54954.3

It is the policy of the Long Beach Community College District to provide opportunities for members of the general public to participate in the business of the Board. The public is allowed to address the Board before or during the consideration of any item on the agenda of the Board and also to bring to the attention of the Board items related to the business of the District, but not on the agenda. Participation can be either by personally addressing the Board or by written communication.

A. Agenda Items

Members of the public wishing to address agenda items shall submit a written request prior to the beginning of the meeting in which the item is to be considered. If the item is on the closed session agenda of the Board, the written request must be submitted prior to the beginning of the closed session. If the agenda item is on the open session of the Board, it must be submitted prior to the beginning of the open session. The request must be submitted to the Board Secretary in a form that summarizes the item and provides the name and organization affiliation, if any, of the person who wishes to address the Board. A three (3) minute time limit will be allotted to each speaker, with a maximum of twenty (20) minutes to each subject, unless extended by the Board President.

Written communications regarding items on the Board's agenda should reach the office of the Superintendent-President no later than three (3) working days prior to the meeting at which the matter of concern is to be before the Board. All such written communications summarize the subject matter and be dated and signed by the author, and include the residence or business address of the author, and the author's organizational affiliation, if any.

B. Non Agenda Items

Members of the public may also bring matters related to the business of the District but not on the Board's agenda to the attention of the Board either by addressing the Board or by written communication. There will be a time at each regularly scheduled Board meeting for the general public to present items not on the agenda. Members of the public wishing to present such items shall submit a written request prior to the beginning of the open session meeting to the Board Secretary that summarizes the item and provides his or her name and organization affiliation, if



any. A three (3) minute time limit will be allotted to each speaker, with a maximum of twenty (20) minutes to each subject, unless extended by the Board President. No action may be taken on non-agenda items until they appear on an agenda.

Members of the public may submit written communications to the Board on items not on the agenda in the same manner as they submit written communications on agenda items.

Claims for damages are not considered communications to the Board under this provision, but shall be submitted to the District's Business Support Services office.

Adopted: November 13, 2012

Revised: June 24, 2014

