



Book	VCCCD Board Policy Manual
Section	Chapter 2 Board of Trustees
Title	BP 2345 PUBLIC PARTICIPATION AT BOARD MEETINGS
Number	BP 2345
Status	Active
Legal	<a href="#">California Education Code, Section 72151.5</a> <a href="#">California Education Code, Section 54957.5</a> <a href="#">California Government Code, Section 54954.3</a>
Adopted	October 13, 2009
Last Reviewed	May 10, 2011

The Board shall provide opportunities for members of the general public to participate in the business of the Board.

Members of the public may bring matters directly related to the business of the District to the attention of the Board in one or two ways:

1. There will be a time at each regularly scheduled Board meeting for the general public to discuss items not on the agenda.
  - Members wishing to present such items shall submit a written request at the beginning of the meeting to the Recorder that summarizes the item and provides his or her name and organizational affiliation, if any. No action may be taken on such items. Persons submitting a written request to address the Board will be heard in the order in which the Recorder received their written request. Assuming concurrence by public speakers, the Board Chair has the prerogative to reorder public comments.
2. Members of the public may place items on the prepared agenda in accordance with Board Policy 2340.
  - A written summary of the item must be submitted to the Chancellor at least two (2) weeks prior to the Board meeting. The summary must be signed by the initiator, contain his or her residence or business address, and organizational affiliation, if any.

Members of the public also may submit written communications to the Board on items on the agenda and/or speak to agenda items at the Board meeting. Written communication regarding items on the Board's agenda should reach the office of the Chancellor not later than five (5) working days prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

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.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to the District.

No administrative procedure is required.