

CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION

PUBLIC PARTICIPATION AT BOARD MEETINGS

2.052+

The Board recognizes the value to school governance of receiving input from the public. To maintain proper conduct and proper decorum at its meetings, this policy sets forth the Board's viewpoint-neutral rules related to public input at board meetings, which are limited public forums.

Members of the public shall be given a reasonable opportunity to provide input to the Board.

I. For purposes of this policy, a "proposition" is an item before the Board for a vote, and includes, but is not necessarily limited to, all items on the agenda noted as unfinished business, consent, and action items. A proposition may also include a vote on a motion to rescind or to amend action previously taken, but does not generally include items on the special order agenda. Propositions do not include the following:

- A. an official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Board to act;
- B. an official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
- C. a meeting that is exempt from F.S. 286.011 (the Public Meetings Law); or
- D. a meeting at which the Board is sitting in its quasi-judicial capacity.

Nothing in this policy otherwise limits the right of an individual to be heard as otherwise required by law or Board policy. Members of the public may also submit input to the Board members at any time by email.

II. Designated Public Input Period:

The opportunity to be heard need not occur at the same meeting at which the Board takes official action on the proposition if the opportunity occurs at a meeting that is during the decision-making process and is within reasonable proximity in time before the meeting at which the Board takes official action.

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The Board shall schedule two (2) public input periods during Board meetings.

- A. The first public input period shall occur after the portion of the meeting where the Board adopts the agenda or no later than immediately before the Board discusses and votes on the applicable agenda item. This public input period is to address items on the agenda. Speakers will be limited to a single time period of three (3) minutes of speaking time, and time for any one topic is limited to 20 minutes, unless adjusted by a vote of the Board.
- B. The second input period shall occur after the Board has voted on all agenda items and shall be reserved for public comment on matters not listed on the agenda. Speakers are limited to a single time period of up to three (3) minutes of speaking time, and time allowed for any one topic is limited to 20 minutes, unless adjusted by a vote of the Board.
- C. Any speaker who has signed up to speak during the allotted time, who arrives late to the meeting, will be able to speak in a second general comment period at the end of the meeting.

III. Requirements When Providing Public Input:

When providing public input, an individual must adhere to the following requirements:

- A. Individuals desiring to provide public input must complete a public input form with their name and identify the proposition or matter on which the individual desires to speak.
This form must be completed and turned in to the designated staff member no later than the start of the Board meeting.
- B. Individuals will be given the opportunity to speak in the order in which their form is received.
- C. Each individual speaker shall be allotted up to a total of three (3) minutes, unless adjusted by vote of the Board prior to the start of public input. Each individual speaker must address all agenda items on which they wish to provide input during their single allotted speaking time.
- D. Individuals who have filled out the Board's public input form may not delegate their allotted time to speak to other individuals.

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- E. Rather than all members of groups or factions desiring to speak on a particular matter at meetings in which a large number of individuals wish to be heard, the Board encourages representatives of such groups or factions to address the matter in their representative capacity.
- F. Individuals may not utilize any demonstrative aid when providing public input.

IV. Additional Rules of Decorum and Conduct:

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct. Pursuant to Florida law, the presiding officer may request that a law enforcement authority or sergeant-at-arms designated by the presiding officer remove a disorderly individual when such individual fails to adhere to the Board's rules after being warned that continued interference with the orderly processes of the meeting will result in removal.

The presiding officer shall be guided by the following:

- A. Public input shall be permitted as indicated on the order of business and before the Board takes an official position on any action item under consideration.
- B. Individuals must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name and group affiliation, if and when appropriate.
- C. Staff members shall not be expected to answer questions from the audience unless called upon by the presiding officer or the Superintendent.
- D. Audio or video recordings are permitted under the following conditions:
 1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

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E. The presiding officer may:

1. Stop, interrupt, or warn an individual when a statement is repetitive, obscene, and/or a true threat;

An obscene statement may include, but is not necessarily limited to, language or gestures that are crude, abusive, offensive, pornographic, or indecent. A statement that is threatening in nature is one containing language meant to frighten or intimidate one (1) or more specified persons into believing they will be harmed by the speaker or someone acting at the speaker's behest. An abusive statement shall be understood to mean containing language that is harsh, insulting, cruel, or malicious;

2. Stop, interrupt, or warn an individual when the individual makes a statement that is not related to a proposition before the Board and/or their time limit is up;
3. Stop, interrupt, or warn an individual when the individual shouts, uses profanity, causes a disruption to the Board's ability to maintain orderly conduct and proper decorum, or engages in conduct that constitutes a violation of F.S. 877.13;
4. Request any individual to stop speaking and/or leave the meeting when that person fails to adhere to the Board's rules of reasonable decorum and conduct;
5. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

F. Seating Capacity:

Due to the need to comply with seating capacity requirements of the Fire Code, there may be occasions when entrance by the public to the Board meetings shall be limited. When it appears that the number of meeting attendees will exceed the Board meeting room capacity, the Superintendent will attempt to arrange the "overflow" seating and broadcasting for those wishing to participate.

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G. Signs, Placards, Banners:

For public safety purposes, no signs or placards mounted on sticks, posts, poles, or similar structures shall be allowed in Board meetings. Other signs, placards, banners, or other similar items shall not disrupt meetings or interfere with others' visual rights.

V. Persons with Disabilities:

All persons with disabilities shall be provided with the assistance necessary to enable them to effectively participate in Board meetings, consistent with F.S. 286.26.

STATUTORY AUTHORITY: 286.011, 286.0114, 877.13, 1001.372 F.S.

LAW(S) IMPLEMENTED: 286.011, 286.0114, 286.025, 877.13, 1001.372, 1002.20 F.S.

HISTORY:

ADOPTED: 02/17/2026

REVISION DATE(S): _____

FORMERLY: