

School Board Briefing/Proposed Action Report

Informational (no action required by Board) **Action Report** (Board will be required to take action)



DATE: April 29, 2016
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Theresa Hale, Board Office Manager, thale@seattleschools.org
Erinn Bennett, Director of Policy, Board Relations & Special Projects,
epbennett@seattleschools.org

I. TITLE

Amending Board Procedure 1430BP, Audience Participation

For Introduction: May 18, 2016

For Action: June 1, 2016

II. WHY BOARD ACTION IS NECESSARY

As the governing body with the authority to adopt and amend Board policy and Board procedure, Board approval is required for this motion.

III. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be N/A.

The revenue source for this motion is N/A.

Expenditure: One-time Annual Other Source

IV. POLICY IMPLICATION

If approved, this action would amend Board Procedure 1430BP, Audience Participation.

V. RECOMMENDED MOTION

I move that the School Board amend Board Procedure 1430BP, as attached to the Board Action Report.

VI. BOARD COMMITTEE RECOMMENDATION

The motion to amend Board Procedure 1430BP was discussed at the Executive Committee meeting on May 5, 2016. At that meeting, the Committee reviewed the motion and moved the item forward to the full Board for consideration, pending the discussed edits.

VII. BACKGROUND INFORMATION

Board Procedure 1430BP was initially adopted in June 2011, and has received multiple edits since that time.

The Board procedure is being amended to clarify language around the public testimony sign-up process and to call out the holding of the first speaking slot at each regular Board meeting for a district high school student, as assigned by the Board Office. Per feedback received at the May

5, 2016 Executive Committee meeting, language has been included to also allow for any students who sign up according to the standard request process and are among the 20 speakers in the speakers list (or 25 if more than 35 sign-ups are received prior to the deadline) to be moved up the speakers list to immediately follow the first speaking slot. To address Director input on elected officials who wish to speak at Board meetings, language was added to direct them to the Board Office to request to speak during the Superintendent Comments portion of the agenda.

VIII. STATEMENT OF ISSUE

Whether or not to amend Board Procedure 1430BP.

IX. ALTERNATIVES

Do not amend Board Procedure 1430BP. This is not recommended because the language edits address a need to clarify the public testimony process and to address Director feedback and input.

X. RESEARCH AND DATA SOURCES / BENCHMARKS


N/A

XI. TIMELINE FOR IMPLEMENTATION / COMMUNITY ENGAGEMENT

Upon approval of this motion, Board Procedure 1430BP will be amended and the new version will be posted online.

XII. ATTACHMENTS

- Board Procedure 1430BP – clean (for approval)
- Board Procedure 1430BP – redline (for approval)

	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP [DATE] Page 1 of 3</p>
---	-----------------------------------	--

This procedure outlines the rules and requirements for members of the public wishing to speak at a regular Board meeting or at a public hearing.

The School Board shall encourage and accommodate public participation in regular Board meetings. The Board will hear from the public in the Public Testimony section of each regular Board meeting. A maximum of twenty (20) speakers will be heard; each speaker can speak for not more than two (2) minutes. However, in the event that thirty five (35) or more public testimony requests are received prior to the Board meeting, an additional five (5) speaking slots will be made available for that meeting only, for a total of twenty five (25) speakers.

The Board meeting agenda is posted to the District's website three days in advance of regular Board meetings, giving members of the public an opportunity to review what items are on the agenda. Sign-ups for public testimony will begin at 8:00am the Monday before the regular meeting and will continue until the 20 (or 25) slots are filled.


The first speaking slot at each regular Board meeting will be held for a student from a district high school. All district high schools are provided a slot each year, assigned by the Board Office. Current district students who sign up through the above process, identify themselves as students, and are among the 20 (or 25) speakers on the speakers list, will be placed immediately following the first speaking slot. Elected officials who would like to speak at a regular Board meeting may contact the Board Office to request to speak during the Superintendent Comments portion of the agenda.

Remaining public testimony requests will be taken in the following order:

1. Action items on the agenda
2. Introduction items on the agenda
3. Comments of a general nature, on a first-come, first-served basis

A waiting list will be created if there are more speakers than speaking slots. The wait list will be ordered chronologically. The final public testimony list will be posted to the District's web site by close of business the Tuesday before the meeting.


Guidelines of testimony in this part of the meeting are:

	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP [DATE] Page 2 of 3</p>
---	-----------------------------------	--

1. Speakers may speak on any subject except confidential items. Confidential items include those pertaining to personnel matters.
2. Speakers must sign up and give their full legal name, address or e-mail address, telephone number, relationship to the Seattle Public Schools and state the topic on which they wish to speak and whether they are for or against an agenda item. Speakers should only state their full legal name for the record when starting their testimony—speakers need not state their address, email or telephone number during the meeting.
3. Speakers will be allowed a maximum of two (2) minutes. Speakers can, when called upon by the President, appear in person and cede their time to any subsequent speaker. In this instance the total amount of time allowed shall not exceed two (2) minutes for the combined number of speakers—time shall not be restarted after the new speaker begins.
4. In order to maximize opportunities for others to address the Board, each speaker is allowed only one two-minute time per meeting.
5. The majority of the speaker’s time must be spent on the topic he or she has indicated they wish to speak about.
6. Speakers may not use racial slurs, personal insults, ridicule, or threats during their testimony.
7. The Board President may:
 - a. Call the speaker to order if the statement is too lengthy, or is abusive, obscene, or otherwise inappropriate;
 - b. Request that the speaker leave the meeting if he or she refuses to come to order;
 - c. Request any individual to leave the meeting if he or she does not observe reasonable decorum;
 - d. Request the assistance of District security or law enforcement in the removal of a disorderly person who has previously been asked to leave and refused the request;
 - e. Call for a recess or adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

Public Hearings

For topics of special public interest or as required by law, the Board may schedule special hearings to receive additional public testimony. The Board President shall designate a time limit for public presentations. Speakers may sign up at the public hearing to present oral testimony and must give their full name, address,

	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP [DATE] Page 3 of 3</p>
---	-----------------------------------	--

and relationship to Seattle Public Schools, must designate whether they are testifying for or against the agenda item, and will be given the opportunity to submit written testimony. Speakers should only state their full legal name for the record when starting their testimony—speakers need not state their address, email or telephone number during the meeting.


Testimony will be taken on a first-come, first-serve basis according to the sign-up sheet at the public hearing. Speakers will be given a maximum of three (3) minutes to speak. Persons who do not testify are encouraged to submit their written testimony to the Board Office, which will make it available to the full Board.

Board Procedure 1430BP

Approved: June 2011

Revised: [DATE]; October 2014; December 2012; March 2012

Cross Reference: Policy Nos. 1400; 1430

	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP October 1, 2014 <u>[DATE]</u> Page 1 of 3</p>
---	-----------------------------------	--

This procedure outlines the rules and requirements for members of the public wishing to speak at a regular Board meeting or at a public hearing.

The School Board shall encourage and accommodate public participation in regular Board meetings. The Board will hear from the public in the Public Testimony section of each regular Board meeting. A maximum of twenty (20) speakers will be heard; each speaker can speak for not more than two (2) minutes. However, in the event that thirty five (35) or more public testimony requests are received prior to the Board meeting, an additional five (5) speaking slots will be made available for that meeting only, for a total of twenty five (25) speakers.

The Board meeting agenda is posted to the District's website three days in advance of regular Board meetings, giving members of the public an opportunity to review what items are on the agenda. Sign-ups for public testimony will begin at 8:00am the Monday before the regular meeting and will continue until the 20 (or 25) slots are filled.


The first speaking slot at each regular Board meeting will be held for a student from a district high school. All district high schools are provided a slot each year, assigned by the Board Office. Current district students who sign up through the above process, identify themselves as students, and are among the 20 (or 25) speakers on the speakers list, will be placed immediately following the first speaking slot. Elected officials who would like to speak at a regular Board meeting may contact the Board Office to request to speak during the Superintendent Comments portion of the agenda.

Remaining Public testimony requests will be taken in the following order:

1. Action items on the agenda
2. Introduction items on the agenda
3. Comments of a general nature, on a first-come, first-served basis

~~The Board meeting agenda is posted to the District's website three days in advance of regular Board meetings, giving members of the public an opportunity to review what items are on the agenda for introduction and action. Sign-ups for public testimony will begin at 8:00am the Monday before the meeting and will continue until the 20 slots are filled;~~


A waiting list will be created if there are more speakers than speaking slots. The wait list will be ordered chronologically. The final public testimony list will be

 <p>SEATTLE PUBLIC SCHOOLS</p>	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP October 1, 2014 <u>[DATE]</u> Page 2 of 3</p>
---	-----------------------------------	--

posted to the District's web site by close of business~~end of day~~ the Tuesday before the meeting.

Guidelines of testimony in this part of the meeting are:

1. Speakers may speak on any subject except confidential items. Confidential items ~~which~~ include those pertaining to personnel matters.
2. Speakers must sign up and give their full legal name, address or e-mail address, telephone number, relationship to the Seattle Public Schools and state the topic on which they wish to speak and whether they are for or against an agenda item. Speakers should only state their full legal name for the record when starting their testimony—speakers need not state their address, email or telephone number during the meeting.
3. Speakers will be allowed a maximum of two (2) minutes. Speakers can, when called upon by the President, appear in person and cede their time to any subsequent speaker. In this instance the total amount of time allowed shall not exceed two (2) minutes for the combined number of speakers—time shall not be restarted after the new speaker begins.
- ~~3.4.~~ In order to maximize opportunities for others to address the Board, each speaker is allowed only one two-minute time per meeting.
5. The majority of the speaker's time must be spent on the topic he or she has indicated they wish to speak about.
- ~~4.6.~~ Speakers may not use racial slurs, personal insults, ridicule, or threats during their testimony.
- ~~5.7.~~ The Board President may:
 - a. Call the speaker to order if the statement is too lengthy, or is abusive, obscene, or otherwise inappropriate;
 - b. Request that the speaker leave the meeting if he or she refuses to come to order;
 - c. Request any individual to leave the meeting if he or she does not observe reasonable decorum;
 - d. Request the assistance of District security or law enforcement in the removal of a disorderly person who has previously been asked to leave and refused the request;
 - e. Call for a recess or adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

 <p>SEATTLE PUBLIC SCHOOLS</p>	<p>AUDIENCE PARTICIPATION</p>	<p>Board Procedure 1430BP October 1, 2014 <u>[DATE]</u> Page 3 of 3</p>
---	-----------------------------------	--

Public Hearings

For topics of special public interest or as required by law, the Board may schedule special hearings to receive additional public testimony. The Board President shall designate a time limit for public presentations. Speakers may sign up at the public hearing to present oral testimony and must give their full name, address, and relationship to Seattle Public Schools, must designate whether they are testifying for or against the agenda item, and will be given the opportunity to submit written testimony. Speakers should only state their full legal name for the record when starting their testimony—speakers need not state their address, email or telephone number during the meeting.

Testimony will be taken on a first-come, first-serve basis according to the sign-up sheet at the public hearing. Speakers will be given a maximum of three (3) minutes to speak. Persons who do not testify are encouraged to submit their written testimony to the Board Office, which will make it available to the full Board.

Board Procedure 1430BP

Approved: June 2011

Revised: [DATE]; October 2014; December 2012; March 2012

Cross Reference: Policy Nos. 1400; 1430