

Board Operating ProceduresPublic Participation at Board MeetingsAttend

Members of the public shall be permitted to attend and to speak at Board Meetings. They will not be required to identify themselves as a condition for admission to the meeting.

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

The President or chair has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The President or chair may order persons who are disorderly to be removed from the meeting and the building.

The Board of Education reserves the right to make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak.

Hear

The Board will, upon request, make a reasonable effort to accommodate ~~the public's~~ those individuals present the right to hear the discussion and testimony presented at the meeting.

Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

Access to Written Materials

At least one copy of all reproducible written material to be discussed at an open meeting will be made available at the meeting for examination and copying by members of the public.

Speak

Members of the public will be permitted to speak at Board meetings. Members of the public may also speak when invited to make a presentation or when recognized by the President or chair. **Members of the public wishing to address the Board must be physically present during Board meetings, and individuals may not provide public comment via telephone, video, or other electronic means.**

For all meetings of the Board, individual speakers shall have up to five minutes to address the Board, and the Board shall hear up to 120 cumulative minutes of public comment. The Board may vote to modify these time limits when the Board deems appropriate. The President or chair for the meeting shall, in their sole discretion, have the authority to extend the two-hour total limit on public comment. Each speaker's time shall be exclusive to the speaker and no person may transfer or yield their time to any other person. The President may implement other reasonable requirements for public comment, consistent with the Open Meetings Act.

Members of the public will not be required to have their name placed on the agenda prior to the meeting in order to speak about items on the agenda.

Any member of the public desiring to address the body shall be required to identify himself or herself in writing, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual. A sign-in sheet will be with the Board Secretary and individuals must sign in to speak before the "Public Comment" agenda item begins. The President or chair for the meeting will announce prior to the "Public Comment" agenda item that anyone who would like to speak must sign in. Current students of Scottsbluff Public Schools need not provide their address.

Members of the public who have documents or written testimony that they wish to submit/distribute at the meeting (paper no larger than 8.5 x 11 inches) to the Board should state that from the podium and a member of the District staff will take such items for distribution to the Board members. Public speakers are asked to provide seven copies of any materials presented to the Board. Persons speaking may not use any other form of media, including video recordings, audio recordings, or digital still images. Speakers must also refrain from the use of posters, signs, costumes, and other props and/or photographs.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory or slanderous remarks, and hostile or disruptive conduct will not be tolerated. Charges or complaints against a school employee should not be made for the first time at a public Board meeting without having followed the school's complaint procedure as described in Board Policy 1020. Further, if the subject of public comment is related to a particular student or staff member, members of the public are generally not permitted to identify the student or staff member and instead provide that information to the Board Secretary who will assist the Board in looking into the matter.

Those who do not abide by these regulations may, in the President's discretion, immediately forfeit the remainder of their time during the Public Comment agenda item.

Legal References: [Neb. Rev. Stat. §§ 79-570 & 79-571](#)
 [Neb. Rev. Stat. §§ 84-1411 & 84-1412](#)

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