



Agenda of Called Meeting / Work Session

Monday, November 9, 2020

The Board of Trustees

Richardson ISD

A Called Meeting / Work Session of the Board of Trustees of Richardson ISD will be held Monday, November 9, 2020, beginning at 6:00 PM in the Arzell Ball Center - Rooms 201, 202 & 203, 410 S Greenville Ave, Richardson, TX 75081.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

I. CALL TO ORDER

II. PUBLIC COMMENT SECTION

A. Agenda Related Topic

III. DISCUSSION OF BOARD OPERATING PROCEDURES

IV. ADJOURNMENT

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LEGAL)]



BOARD OF TRUSTEES RICHARDSON INDEPENDENT SCHOOL DISTRICT

Procedures for Public Comments During Board Meetings

The Board of Trustees of the Richardson Independent School District welcomes members of the public to its meetings. The Board offers a Public Comment Section during its meetings to provide opportunities for members of the public to convey information to the Board.

The Board adopted the following procedures concerning public comments to facilitate the efficient operation of meetings:

Public Comment Section.

- The Board of Trustees will include a Public Comment Section on the posted Agenda for each meeting. The Board holds regular monthly business meetings each month of the year, excluding July. Business meetings typically are scheduled for the first Monday of the month. The Board schedules work sessions to address topics of study or as other needs arise. The Board reserves the third Monday of each month for work sessions, but they also may be scheduled at any other time when a need arises. The Board reserves the right to schedule or reschedule meetings as necessary to meet the operational needs of the District. A written Agenda is posted for each Board meeting at least 72 hours before the meeting is scheduled.
- The Public Comment Section ordinarily will be called just prior to the first business item on the Agenda. However, the Board delegates to the Board President the discretion to evaluate the number of Public Comment Cards submitted at each meeting and to defer comments related to non-Agenda topics to the end of the meeting if he/she determines such action is advisable to allow the Board to proceed in an efficient and timely manner to address items on the Agenda.

Speaker Topics.

- Regular Business Meetings. Speakers may comment on specific Agenda items as well as matters not on the posted Agenda during the Public Comment Section at regular business meetings.
- Work Sessions or Other Called Meetings. Speakers may comment only on specific agenda items during the Public Comment Section at work sessions and other called meetings.

Public Comment Cards.

- Persons wishing to address the Board must complete a Public Comment card. Public Comment cards are located in the foyer of the Auditorium in the Administration Building before scheduled meetings. (If the Board schedules a meeting at another location, Public Comment cards will be available in a conspicuous location at the meeting site.) A staff member typically will be present to receive Public Comment cards.
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- Completed cards must be placed in the designated box no later than the posted time for the meeting to begin, usually 6:00 p.m. RISD will not accept Public Comment cards after the Board President calls the meeting to order. In addition to identifying information, each

speaker must indicate the specific agenda item about which he or she wishes to comment and/or identify the non-Agenda topic of the comments.

- Written Materials. A speaker who wishes to provide written materials to the Board of Trustees must attach at least nine (9) copies of the materials to the completed Public Comment card. Staff will provide a copy of the materials to the trustees before the speaker is called. The speaker may not distribute materials when he or she is called to speak.

- Time.

- Each speaker is limited to a total of three minutes and a speaker may not use time of another speaker to extend his or her comment period. *Note:* A speaker who addresses the Board through a translator will have six minutes to present comments to ensure that non-English speakers receive the same opportunity to address the Board.

- Staff will set a three-minute digital timer for each speaker. The speaker shall end his or her comments when the timer expires. Any speaker who fails to stop speaking and yield the podium at the end of his or her allotted time is considered out of order and may be escorted from the podium and/or asked to leave the meeting.

- Single comment. A speaker may complete one Public Comment Card for each meeting.

- Protocol for Speakers.

- The Board Secretary will call the name of each speaker who has submitted a public comment card and state the topic(s) on which the individual has registered to speak.

- Each speaker should approach the podium when his or her name is called. An adjustable microphone is affixed to the podium in the Auditorium. The speaker should clearly state his or her name and the school or school(s) the speaker's children attend or have attended before beginning to comment.

- The Board will not engage in dialogue with a speaker. Specific factual information or reference to an existing policy may be furnished in response to inquiries or statements. The Board cannot deliberate or make a decision on any subject that is not on the Agenda.

- The public comment period is not the appropriate forum for presentation of formal complaints. RISD maintains a formal grievance policy to address complaints. The Board will only consider complaints that remain unresolved after they have been addressed through proper administrative channels and when they have been placed on the Agenda.

- Remarks or other conduct that disrupt the meeting are considered out of order and will not be allowed.

- Consent for Online Publication. RISD may audio and video record its meetings. A person who chooses to speak during the Public Comment Section is consenting to the online audio/video publication of his or her comments.

Approved: August 26, 2019