

THE HOUSTON INDEPENDENT SCHOOL DISTRICT



AGENDA

**Board of Education
Meeting**

November 18, 2021

THE HOUSTON INDEPENDENT SCHOOL DISTRICT
BOARD OF EDUCATION

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MEMBERS OF THE BOARD OF EDUCATION

Dr. Patricia K. Allen, *President*
Holly Maria Flynn Vilaseca, *First Vice President*
Judith Cruz, *Second Vice President*
Kathy Blueford-Daniels, *Secretary*
Dani Hernandez, *Assistant Secretary*
Sue Deigaard
Myrna Guidry
Elizabeth Santos
Anne Sung

Millard House II, *Superintendent of Schools*

BOARD OF EDUCATION AGENDA

November 18, 2021

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- c. Hear complaints against and deliberate the appointment, evaluation, and duties of public officers or employees and resolution of same.

- C-2. Legal Matters

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ADJOURN

Office of the Board of Education
Board of Education Meeting of November 18, 2021

Patricia Allen, District IV Trustee and President

SUBJECT: APPROVAL OF RESOLUTION ORDERING RUNOFF ELECTION ON DECEMBER 11, 2021, FOR HOUSTON INDEPENDENT SCHOOL DISTRICT SINGLE-MEMBER DISTRICTS I, V, VI, AND VII, AND AUTHORIZATION TO CONTINUE AN AGREEMENT WITH HARRIS COUNTY TO ADMINISTER JOINT ELECTIONS

At the August 12, 2021, regular meeting of the Houston Independent School District (HISD) Board of Education, the board approved a resolution ordering a general election for HISD Board of Education single-member districts I, V, VI, VII, and IX to be administered by Harris County on November 2, 2021.

Because no candidate for trustee in single-member districts I, V, VI, and VII received a majority of the vote, a runoff election between the two candidates having the highest number of votes in each of districts I, V, VI, and VII is scheduled for Saturday, December 11, 2021, as provided in Article 2774(b), Vernon’s Annotated Texas Civil Statutes. The election order will be submitted in Chinese, English, Spanish, and Vietnamese languages and will be posted in appropriate places as required by law. State election law also requires that the Board of Education approves polling locations for the election of trustees.

The resolution ordering the runoff election, and a current but incomplete list of polling locations as provided by Harris County, are attached.

COST/FUNDING SOURCE(S): The total cost for this action is not expected to exceed \$XXX,XXX and will be funded by districtwide funds.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1999000001	1090800003	41990000000000	6439000000	N/A	\$XXX,XXX

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all four district goals and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the resolution ordering a runoff election on December 11, 2021, for HISD Board of Education single-member districts I, V, VI, and VII, and authorizes the superintendent of schools or a designee to continue an agreement with Harris County to administer joint elections for these districts, effective November 19, 2021.

**RESOLUTION ORDERING HOUSTON INDEPENDENT SCHOOL DISTRICT
RUNOFF ELECTION FOR SINGLE-MEMBER DISTRICTS I, V, VI, AND VII**

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

WHEREAS, a general election of the trustees for the Houston Independent School District was held on the second day of November 2021, for the purpose of electing five trustees, for regular terms, to Geographic Districts I, V, VI, VII, and IX;

WHEREAS, Article 2774b, Vernon’s Annotated Texas Civil Statutes, provides that the general election of trustees of the Houston Independent School District (“HISD”) shall be by majority vote; and

WHEREAS, the Board of Education finds that the November 2, 2021, general election was duly ordered and called; that notice was given in accordance with the law; that the official election returns have been canvassed as required by law and filed with the Secretary of the Board of Education; that only qualified voters of Geographic Districts I, V, VI, VII, and IX voted in the election; and that no candidate received a majority of the votes cast in Geographic Districts I, V, VI, and VII as required by Article 2774b, Vernon’s Annotated Texas Civil Statutes, requiring a runoff election between the two candidates receiving the highest number of votes cast in those Geographic Districts.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the Board of Education of the Houston Independent School District:

1. That a runoff election between the two candidates receiving the highest number of votes for Geographic Districts I, V, VI, and VII at the election on November 2, 2021, be held between the hours of 7:00 a.m. and 7:00 p.m. on December 11, 2021, for the purpose of electing one trustee for a regular term to Geographic District I, one trustee for a regular term to Geographic District V, one trustee for a regular term to Geographic District VI, and one trustee for a regular term in Geographic District VII.

2. The election shall be conducted in accordance with the laws of this State, including specifically Article 2774b as amended, and only qualified voters of the Houston Independent School District residing within Geographic Districts I, V, VI, and VII shall be eligible to vote at the election.

3. That said election shall be administered by Harris County pursuant to Chapter 31 of the Texas Election Code, and held jointly with participating Entities, including the City of Houston, in precincts that can be served by common polling places pursuant to Chapter 271 of the Texas Education Code; and further, be it noted that, in setting the runoff election date, the Board of Education took into consideration the date other entities with runoff elections similarly being administered by Harris County set for their runoff elections (*i.e.*, December 11, 2021).

4. The order in which the names of the candidates are to be printed on the ballot shall be the relative order of names on the original ballot.

5. The polling places for the runoff election shall be open for voting from 7:00 a.m. to 7:00 p.m. on December 11, 2021.

6. The following polling places in election precincts that contain territory lying within Geographic Districts I, V, VI, and VII or parts thereof are hereby designated as polling places for the election:

District I						
PCT	Location	Address 1	Address 2	Voting Rm	City	Zip
0003	Hogg Middle School	1100 Merrill Street	at Norhill Boulevard	Auditorium	Houston	77009-6009
0046	John Marshall Middle School	1115 Noble Street	at Cochran Street	Library	Houston	77009-8437
0058	Love Park Community Center	1000 West 12th Street	at North Shepherd	Gymnasium	Houston	77008-6619
0077	De Chaumes Elementary School	115 Cooper Road		Houston	Houston	77076
0166	Saint Anne de Beaupre Catholic Church	2810 Link Road	at East 29th Street	The Big Hall, Building 1	Houston	77009-1196
0270	Clifton Middle School	6001 Golden Forest Drive	at Lost Forest Drive	Multipurpose Room	Houston	77092-2359
0324	Harper Alternative School	4425 North Shepherd Drive	between 43rd Street and Curtin Street	Computer Room	Houston	77018
0505	Wainwright Elementary School	5330 Milwee Street	at Costa Rica Road	Cafeteria	Houston	77092-6655

District V						
PCT	Location	Address 1	Address 2	Voting Rm	City	Zip
0128	Bellaire Civic Center	7008 South Rice Avenue		Auditorium	Bellaire	77401
0146	Platou Community Center	11655 Chimney Rock Road	at Burdine Street	Main MultiPurpose Room	Houston	77035-2807
0148	Michael E DeBakey High School for Health Professions	2545 Pressler Street	at West Holcombe Boulevard	Room 148	Houston	77030
0183	West University Place City Hall	3800 University Boulevard			Houston	77005
0224	Linkwood Park Community Center	3699 Norris Drive	at Ilona Lane	Main MultiPurpose Room	Houston	77025-3600

District V						
PCT	Location	Address 1	Address 2	Voting Rm	City	Zip
0284	Bonham Elementary School	8302 Braes River Drive	at Carew Street	Main Entrance Foyer	Houston	77074-4212
0304	Herod Elementary School	5627 Jason Street	at Mullins Drive	Library	Houston	77096-2110
0315	Elrod Elementary School	6230 Dumfries Drive	At Bob White Drive	Cafeteria	Houston	77096-4603
0335	BakerRipley Gulfton Sharpstown Campus	6500 Rookin Street			Houston	77074
0431	Burnett Bayland Community Center	6000 Chimney Rock Drive	at Gulfton Street	Gymnasium	Houston	77081-4001
0895	Poe Elementary School	5100 Hazard Street	at South Boulevard	Front Hallway	Houston	77098-5330

District VI						
PCT	Location	Address 1	Address 2	Voting Rm	City	Zip
0284	Bonham Elementary School	8302 Braes River Drive	at Carew Street	Main Entrance Foyer	Houston	77074-4212
0297	Sharpstown Park Community Center	6600 Harbor Town Drive	at Bellaire Boulevard	MultiPurpose Room 2	Houston	77036-4052
0311	Ed White Elementary School	9001 Triola Lane	at Jorine Drive	Foyer	Houston	77036-6147
0356	Paul Revere Middle School	10502 Briar Forest Drive	at West Sam Houston Parkway	Hallway/Auditorium	Houston	77042-2338
0625	Heflin Elementary School	3303 Synott Road	at Westpark Drive	Gym	Houston	77082-4926
0711	Westside High School	14201 Briar Forest Drive	at Highway 6	Library	Houston	77077-1806

District VII						
PCT	Location	Address 1	Address 2	Voting Rm	City	Zip
0070	Memorial Elementary School	6401 Arnot Street	at Pickens Street	Room 103	Houston	77007-2007
0129	Briargrove Elementary School	6145 San Felipe Street	at Briarmead Drive	Library	Houston	77057-2801
0135	River Oaks Recreation Center	3600 Locke Lane	at Timber Lane	Main MultiPurpose Room	Houston	77027-4003
0272	Unity of Houston	2929 Unity Drive	at Hillcroft Street	Sanctuary	Houston	77057
0431	Burnett Bayland Community Center	6000 Chimney Rock Drive	at Gulfton Street	Gymnasium	Houston	77081-4001
0436	Tanglewood Middle School	5215 San Felipe Street	at Sage Road	Gym	Houston	77056
0491	Mandarin Immersion Magnet School	5445 West Alabama Street	at Yorktown Street	Library	Houston	77056
0730	The Forum at Memorial Woods	777 North Post Oak Road	at Memorial Woods Drive	Multi-Purpose	Houston	77024

Polling locations are subject to change by Harris County and are posted and updated on HarrisVotes.com. Registered voters in Harris County may vote at any Harris County election-day voting location.

7. The Harris County Administration Building, 1001 Preston Street, Fourth Floor Conference Room, Houston, Texas 77002 is designated as the main early voting place, and Isabel Longoria, Harris County Elections Administrator (telephone number: 713-755-6965), is hereby appointed clerk for early voting in the runoff election. Applications for ballots by mail should be directed in writing to Isabel Longoria, Harris Elections Administrator, Attn: Elections Division, P.O. Box 1148, Houston, Texas 77251-1148 by regular mail; to Isabel Longoria, Harris Elections Administrator, 1001 Preston Street, Fourth Floor, Houston, Texas 77002 by common or contract carrier; by telephonic facsimile machine at 713-755-4983 or 713-437-8683; or by electronic transmission of a scanned application containing an original signature to the following email address: vbm@HarrisVotes.com. The application form may be downloaded from the County’s website at <https://harrisvotes.com/VotingInfo#VoteByMail>. An application must be received by the Clerk for Early Voting by 5:00 o'clock p.m. on November 30, 2021. Additionally, if an application for ballot by mail (ABBM) is faxed or emailed, or if a federal postcard application (FPCA) is faxed, then the applicant must submit the original application to the Early Voting Clerk by mail so that the Clerk receives the original not later than the fourth (4th) business day after receiving the emailed or faxed ABBM or faxed FPCA. If the Early Voting Clerk does not receive the original ABBM or FPCA by this deadline, then the emailed or faxed ABBM or faxed FPCA is incomplete, and the Clerk cannot send the applicant a ballot.

8. Early voting by personal appearance will be held Monday, November 29, 2021, through Tuesday, December 7, 2021. Dates and times for early voting by personal appearance shall generally be as follows: November 29 – December 4, and December 6–7, 2021, from 7:00 a.m. to 7:00 p.m.; December 5, 2021, from 12:00 p.m. to 7:00 p.m. Early voting will be conducted at the following locations:

<u>Location</u>	<u>Address</u>	<u>City</u>	<u>Zip</u>
SPJST Lodge Num 88	1435 Beall Street	Houston	77008-3441
HCC West Loop South	5601 West Loop South	Houston	77081
Metropolitan MultiService Center	1475 West Gray Street	Houston	77019-4926
Raindrop Turkish House	9301 West Bellfort Boulevard	Houston	77031
Moody Park Community Center	3725 Fulton Street	Houston	77009
Tracy Gee Community Center	3599 Westcenter Drive	Houston	77042
Harris County Administration Building	1001 Preston Street	Houston	77002

Registered voters in Harris County may vote at any Harris County early voting location. Please go to HarrisVotes.com for updates to early voting locations by Harris County. Early voting locations are subject to change by Harris County.

9. All voting at the election shall be by the method provided by the Commissioners' Court of Harris County, Texas, for use in elections held in Harris County, Texas, under the conditions provided for by contract between Harris County and the Houston Independent School District.

10. Board Services Director Vermeille Jones, in consultation with the Superintendent of Schools and HISD Office of Legal Services, is hereby authorized to make all necessary arrangements for the holding of said election and to serve as the District's representative to coordinate with the Harris County Elections Administrator in conducting the election in accordance with the laws of this State.

11. The candidates receiving the majority of the votes cast for Districts I, V, VI, and VII shall be deemed to be elected and be entitled to serve as trustees.

12. The results of the election shall be canvassed by the Board in accordance with the Texas Election Code and Article 2774b at a meeting called by the Board in accordance with the requirements of the Texas Open Meetings Act.

13. The candidates elected to office in Geographic Districts I, V, VI, and VII shall assume office on January 1, 2022, continuing until December 31, 2025.

14. All election materials including the notice of election, ballots, instruction cards, affidavits, and other forms which the voter may be requested to sign, and all early voting materials, shall be printed in English, Spanish, Chinese, and Vietnamese, or Spanish, Chinese, and Vietnamese translations thereof shall be made available in the circumstances permitted and the manner required by law.

15. Pursuant to Section 63.0013 of the Texas Election Code, an election officer may give voting order priority to individuals with a mobility problem that substantially impairs the person's ability to move around. A person assisting an individual with a mobility problem may also, at the individual's request, be given voting order priority. Disabilities and conditions that may qualify for voting order priority include paralysis, lung disease, the use of portable oxygen, cardiac deficiency, severe limitation in the ability to walk due to arthritic, neurological, or orthopedic condition, wheelchair confinement, arthritis, foot disorder, the inability to walk 200 feet without stopping to rest, or use of a brace, cane, crutch, or other assistive device.

16. To the extent not contained within the District's official election notice, the District shall also post on its website not later than November 19, 2021, the following information: (1) the election date; (2) the location of each polling place; (3) the name of each candidate for an elected office on the ballot; and (4) to the extent applicable, each measure on the ballot.

17. Additionally, the District shall post the following information on its website as soon as practicable after the election: (1) the results of the election; (2) total number of votes cast; (3) total number of votes cast for each candidate or for or against each measure; (4) total number of votes cast by personal appearance on election day; (5) total number of votes cast by personal appearance or mail during the early voting period; and (6) total number of counted and uncounted provisional ballots cast.

18. The official ballots for the election shall be prepared in accordance with the Texas Election Code, and Article 2774b. All candidates shall be designated on the official ballot according to the number of the geographic district in which the candidate resides. The official ballot shall have printed on it the following:

Official Houston ISD Runoff Election Ballot for Trustee Districts I, V, VI, and VII

19. This Resolution and Order shall constitute the election order for the call of the runoff election herein described, and the same or a substantial copy of this Order shall serve as proper notice of the election. The notice, including a Spanish, Chinese and Vietnamese translation, shall be published at least one time not less than ten (10) days before the day of the election in a newspaper of general circulation in the District and posted not later than the 15th day before election day, and remain posted continuously through election day, on the bulletin board used for notices of meetings of the Board of Education and also on the District’s website. The District shall deliver notice of this election to the Harris County Clerk as soon as practicable.

PASSED AND APPROVED, this 18th day of November, 2021.

Kathy Blueford-Daniels, Secretary
Board of Education
Houston Independent School District

Dr. Patricia K. Allen, President
Board of Education
Houston Independent School District



Office of the Superintendent of Schools
Board of Education Meeting of November 18, 2021

Office of the Deputy Superintendent
Rick Cruz, Deputy Superintendent

SUBJECT: APPROVAL OF FALL 2021 CLASS-SIZE WAIVER REQUESTS

Each school district in Texas is required to conduct a class-size enrollment survey for grades prekindergarten through four. Prekindergarten was added to this requirement effective September 30, 2021. If any section(s) in those grades exceed the allowable class-size limit of 22 students per teacher, the Houston Independent School District (HISD) must submit to the Texas Education Agency (TEA) a class-size waiver request. Class-size surveys conducted on October 8, 2021, were used to determine the number of waivers needed. The class-size waiver report must be approved by the Board of Education before it is submitted to the TEA. Below is a summary of total waiver application submissions to the TEA during prior school years.

School Year	Number of Class-Size Waivers
2021–2022	1,008*
2020–2021	541
2019–2020	846
2018–2019	860
2017–2018	955

*First year to include prekindergarten

The full class-size waiver report is on file in Board Services and is available online.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all four district goals and is aligned to Core Initiative 1: Effective Teacher in Every Classroom. The number of waivers requested indicates the need for additional teachers and classroom space to meet the state mandate.

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the fall 2021 class-size waiver requests, effective November 19, 2021.

Approval of Fall 2021 Class-Size Waiver Requests

BACKGROUND:

- Each school district in Texas is required to conduct a class-size enrollment survey for grades prekindergarten through four. Prekindergarten was added to this requirement effective September 30, 2021. If any section(s) in those grades exceed the allowable class-size limit of 22 students per teacher, the Houston Independent School District (HISD) must submit to the Texas Education Agency (TEA) a class-size waiver request. Class-size surveys conducted on October 8, 2021, were used to determine the number of waivers needed. The class-size waiver report must be approved by the Board of Education before it is submitted to the TEA. Below is a summary of total waiver application submissions to the TEA during prior school years.
- The current school year is the first school year in which prekindergarten was added to the class-size limit requirement per Texas Education Code 25.112.
- Waivers are submitted to the TEA, which considers aspects such as enrollment, facility space, shortage of teachers, and financial hardships to determine whether to grant requested waivers.

Office of the Superintendent of Schools
Board of Education Meeting of November 18, 2021

Office of the Chief of Staff
Silvia Trinh, Chief of Staff

**SUBJECT: APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY
BED(LOCAL), BOARD MEETINGS: PUBLIC PARTICIPATION—
SECOND READING**

Texas House Bill 2840 changed the public comment requirements at board meetings, and policy BED(LEGAL) has been updated to reflect the change. The purpose of this agenda item is to obtain Houston Independent School District Board of Education approval of corresponding changes to BED(LOCAL), *Board Meetings: Public Participation*, as recommended by the Texas Association of School Boards.

The policy permits public comment at regular meetings on both agenda and nonagenda items, consistent with the district's current practice, but limits comments at special meetings to agenda items only. The policy provides that public comment on agenda topics, or by students on any topic, will occur at near the beginning of the meeting. The provisions on procedures and meeting management are intended to provide the board's presiding officer flexibility in implementing the new requirements. Other changes include:

- Deletion of an overall time limit for public comment at a meeting;
- Deletion of the provision requiring delegations of more than five persons to appoint one spokesperson;
- Broad authority for the presiding officer to make adjustments to the board's public comment procedures, such as adjusting when public comment will occur (it must occur before or during the relevant agenda item), reordering or continuing agenda items to a later meeting, deferring public comment on nonagenda items, expanding opportunities for public comment, or establishing an overall time limit and shortening the time allotted to each speaker to no less than one minute;
- Updating the timing of the Hearing of the Community;
- Allowing for the public to address the board by videoconference; and
- Updating the deadlines for speakers to register and submit supporting materials.

The proposed changes are shown in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all four district goals and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education approves the proposed revisions to Board Policy BED(LOCAL), *Board Meetings: Public Participation*, on second reading, effective November 19, 2021, except for the provisions regarding participation by videoconference, which will be effective for the December 9, 2021, regular board meeting.

BOARD POLICY EXPLANATORY SHEET

POLICY CODE	TITLE (SUBJECT)	SUBTITLE
BED(LOCAL)	Board Meetings	Public Participation
INITIATED BY: Texas Association of School Boards (TASB)		
TYPE OF REVISION: Update		
APPLICABILITY: This policy update applies to all board members <u>and members of the community.</u>		
BACKGROUND: TASB-recommended changes are based on the following rationale: House Bill 2840 significantly revised public comment requirements at board meetings, including: <ul style="list-style-type: none"> • Allowing public comment on agenda items at all board meetings; • Ensuring public comment on an item occurs before the board considers the item; and • Changes to the rules on speaker time limits. Additional changes requested by the board during agenda review include: <ul style="list-style-type: none"> • <u>Updating the timing of the Hearing of the Community;</u> • <u>Clarifying the difference between speakers to agenda items and speakers in the Hearing of the Community;</u> • <u>Stating that students will be heard before other speakers;</u> • Allowing for speakers to address the board by videoconference or in person; and • Updating the deadlines for speakers to register and to submit their supporting materials. 		
OTHER DISTRICT RESOURCES OR PROGRAMS AFFECTED/NEEDED, IF ANY:		None
ADMINISTRATIVE PROCEDURES REQUIRED: Administrative regulations will be revised in accordance with changes to policy.		

BOARD MEETINGS
PUBLIC PARTICIPATION

BED
(LOCAL)

**Limit on
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated for that purpose to receive public comment in accordance with this policy and the *Board Operating Procedures*. At all other times during a Board meeting, members of the audience shall not enter into discussion or debate on matters being considered by the Board, except as provided unless requested by this policy the presiding officer.

Public Comment

All speakers must register before the meeting in accordance with this policy. Members of the public will be given a choice of speaking in person or by videoconference when registering to speak. In accordance with state law, any person participating remotely must be visible to the Board and the audience.

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

**Speakers to
Agenda Items**

A person may comment as a speaker at a Board meeting regarding any topic-item posted for deliberation and/or consideration on an agenda for an open meeting during that meeting.

**Hearing of the
Community**

The Hearing of the Community is the portion of a regular Board meeting in which a person wishing to speak regarding any District-related matter *not* listed on the meeting notice may do so.

Timing

Public comment on topics included in a meeting agenda shall occur near the beginning of the meeting. Public comment on topics not included in the meeting agenda shall occur during the Hearing of the Community. The Hearing of the Community shall be held no later than 7:00 p.m.

Students

Students shall be heard near the beginning of the meeting and before other speakers, even if the students have registered for the Hearing of the Community.

**Procedures Time
Limit**

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.

Public comment shall occur at near the beginning of the meeting.

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed two minutes per meeting. Members of the public will be

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~~given a choice of speaking in person or by videoconference when registering to speak.~~

Meeting Management

~~Public comment Although speakers shall be limited to have a maximum limit of two minutes each., Once the number of speakers exceeds 30, speaker time shall be reduced to one minute each. When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.~~

Speakers to Agenda Items Registration

~~A person wishing to speak during a Board meeting regarding an agenda item, Board monitoring report, or student outcomes presentation (collectively referred to hereinafter as "agenda items") may do so at the Agenda Review Meeting for that item by completing the appropriate registration form and submitting it to the Office of Board Services by 9:30 a 12:00 p.m. on the day of before the Agenda Review meeting.~~

Distribution of Materials

~~Should any registered speaker to an agenda item wish to distribute handout materials to the Board, the materials shall be provided to the Office of Board Services by 4:30 12:00 p.m. on the day before the Agenda Review meeting. Should any registered speaker wish to distribute handout materials to the audience, this shall be done after, not during, the meeting.~~

Process/Time Limit

~~The total time for registered speakers to agenda items shall not exceed 60 minutes. The time allotment for any one agenda item shall not exceed 20 minutes. Speakers to agenda items shall be limited to two minutes each. The Board President may make adjustments to the number of speakers or to the number of minutes allocated to speakers to comply with the time limits described above. The time limit may be extended as needed at the Board President's discretion and/or a vote of the Board. Speakers shall be selected in the order in which they signed up to speak, except that preference shall be given to students (who shall be heard near the beginning of the meeting and before other speakers) and to individuals who have not appeared before the Board within the last 30 days.~~

~~A speaker may not yield unused time to another person. Should there be a speaker who has registered to speak to multiple agenda items, or to one or more agenda items and for the Hearing of the~~

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(LOCAL)

Community, the Board President shall direct the speaker to consolidate their comments under the first item on the agenda for which the speaker has registered, and the speaker shall be given a total maximum of two minutes to make their consolidated comments.

Should a speaker drift from the stated subject, or become disruptive or abusive, the speaker shall be given one warning; if a second warning is required, then the speaker shall forfeit the remaining time allotment for the current meeting, any allotment for any meeting within the next 30 days, and may be removed from the meeting. Speakers are required to follow the rules of behavior specified at BE(LOCAL).

Hearing of the
Community

~~A person wishing to speak regarding any District-related matter not listed on the meeting notice may do so by completing a registration form and submitting it to the Office of Board Services by 9:30 a12:00 p.m. on the day of before a regular Board meeting. Individuals must indicate their concern, complaint, or commendation on the registration form.~~

Distribution of
Materials

~~Should any registered Hearing of the Community speaker wish to distribute handout materials to the Board, the materials shall be provided to the Office of Board Services by 4:3012:00 p.m. on the day before the regular Board meeting. Should any registered speaker wish to distribute handout materials to the audience, this shall be done after, not during, the meeting. No speech shall be permitted on behalf of a person running for political office and no literature pertaining to any form of electioneering shall be permitted during the meeting.~~

Process/Time Limit

~~The total time allotment for the Hearing of the Community shall not exceed 30 minutes. Speakers during the Hearing of the Community shall be limited to two minutes each. The Board President may make adjustments to the number of speakers or to the number of minutes allocated to speakers to comply with these time limits. The time limit may be extended as needed at the Board President's discretion and/or a vote of the Board. Speakers shall be selected in the order in which they signed up to speak, except that preference shall be given to students, to those individuals who have not appeared before the Board within 30 days, and to those who wish to present a matter not previously scheduled for a meeting.~~

~~A speaker may not yield unused time to another person. Should a speaker drift from the stated subject or become disruptive or abusive, the speaker shall be given one warning; if a second warning is required, then the speaker shall forfeit the remaining time allotment for the current meeting, any allotment for any meeting within~~

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~~the next 30 days, and may be removed from the meeting. Speakers are required to follow the rules of behavior specified at BE(LOCAL).~~

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate ~~on or make decisions~~ decide regarding any subject that is not included on the agenda posted with notice of the meeting ~~notice~~.

Awards and Recognitions

Most awards and recognitions for achievements of students and employees shall be presented at the campus or department giving rise to the award or recognition. Awards and recognition for major achievements of students, such as national and state awards, shall be presented at regular meetings of the Board as the occasions arise for such acknowledgments. Scheduling shall take into consideration the order of business for the meeting as determined by the Board President and the convenience of the persons to be presented.

Complaints and Concerns

The presiding officer or designee shall determine whether ~~a person~~ an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the ~~person~~ individual shall be referred to the appropriate policy ~~[see list below]~~ to seek resolution.

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

Disruption

The Board shall not tolerate disruption of the meeting by members of the audience. If after at least one warning from the presiding officer, any ~~person~~ individual continues to disrupt the meeting by words or actions, the presiding officer may request assistance from law enforcement officials to have the ~~person~~ individual removed from the meeting.

Effective Date

This policy shall be effective as of the adoption date, ~~April 12, 2019~~ November 12, 2021.

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**Limit on
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy and the *Board Operating Procedures*. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Public Comment

All speakers must register before the meeting in accordance with this policy. Members of the public will be given a choice of speaking in person or by videoconference when registering to speak. In accordance with state law, any person participating remotely must be visible to the Board and the audience.

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Speakers to
Agenda Items

A person may comment as a speaker at a Board meeting regarding any item posted for consideration on an agenda for an open meeting during that meeting.

Hearing of the
Community

The Hearing of the Community is the portion of a regular Board meeting in which a person wishing to speak regarding any District-related matter *not* listed on the meeting notice may do so.

Timing

Public comment on topics included in a meeting agenda shall occur near the beginning of the meeting. Public comment on topics not included in the meeting agenda shall occur during the Hearing of the Community. The Hearing of the Community shall be held no later than 7:00 p.m.

Students

Students shall be heard near the beginning of the meeting and before other speakers, even if the students have registered for the Hearing of the Community.

Time Limit

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed two minutes per meeting.

Meeting
Management

Although speakers have a maximum limit of two minutes each, once the number of speakers exceeds 30, speaker time shall be reduced to one minute each. When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing

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agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Speaker Registration

A person wishing to speak during a Board meeting may do so by completing the appropriate registration form and submitting it to the Office of Board Services by 12:00 p.m. on the day before the meeting.

Distribution of
Materials

Should any registered speaker wish to distribute handout materials to the Board, the materials shall be provided to the Office of Board Services by 12:00 p.m. on the day before the meeting. Should any registered speaker wish to distribute handout materials to the audience, this shall be done after, not during, the meeting.

Process

Speakers shall be selected in the order in which they signed up to speak, except that preference shall be given to students (who shall be heard near the beginning of the meeting and before other speakers) and to individuals who have not appeared before the Board within the last 30 days.

A speaker may not yield unused time to another person. Should there be a speaker who has registered to speak to multiple agenda items, or to one or more agenda items and for the Hearing of the Community, the Board President shall direct the speaker to consolidate their comments under the first item on the agenda for which the speaker has registered, and the speaker shall be given a maximum of two minutes to make their consolidated comments.

Should a speaker drift from the stated subject, or become disruptive or abusive, the speaker shall be given one warning; if a second warning is required, then the speaker shall forfeit the remaining time allotment for the current meeting, any allotment for any meeting within the next 30 days, and may be removed from the meeting. Speakers are required to follow the rules of behavior specified at BE(LOCAL).

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

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arise for such acknowledgments. Scheduling shall take into consideration the order of business for the meeting as determined by the Board President and the convenience of the persons to be presented.

Complaints and Concerns

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution.

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

Disruption

The Board shall not tolerate disruption of the meeting by members of the audience. If after at least one warning from the presiding officer, any individual continues to disrupt the meeting by words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

Effective Date

This policy shall be effective as of the adoption date, November 12, 2021.