

# CHAVEZ HUIERTA

K-12 PREPARATORY ACADEMY

<b>Book</b>	CHPA Board Policy Manual
<b>Section</b>	Chapter 1 Board of Directors
<b>Title</b>	BP 1070 Public Participation at Board Meetings
<b>Number</b>	BP 1070
<b>Status</b>	Active
<b>Legal</b>	C.R.S. 24-6-401 HB20-1301-Concerning Electronic Attendance in Meetings of School District Boards of Education
<b>Adopted</b>	July 12, 2016
<b>Last Reviewed</b>	September 1, 2021

The Board shall provide opportunities for members of the general public to participate in the business of the Board.

Meeting of the Board of Directors shall consist of the attendance of Directors both physically present and members attending electronically to convene a meeting. The President/Chief Executive Officer (CEO) shall develop procedures that ensures that a Board Member who attends the meeting electronically has real-time access to any materials that are presented and available to members who are physically present at the meeting as well as ensures that members of the public can hear the comments made by a board member who attends electronically and that the board member can hear comments made by the public.

Members of the public may bring matters directly related to the business of CHPA to the attention of the Board in one or two ways:

1. There will be a time at each regularly scheduled Board meeting for the general public to discuss items not on the agenda.
  - Members wishing to present such items shall submit a written request at the beginning of the meeting to the Recorder that summarizes the item and provides his or her name and organizational affiliation, if any. No action may be taken on such items. Persons submitting a written request to address the Board will be heard in the order in which the Recorder received their written request. Assuming concurrence by public speakers, the Board President has the prerogative to reorder public comments. Speakers shall address the Board with decorum and not defame any Board members, faculty or staff and are limited to 3 minutes to address the Board. Board members will not respond to speakers and may follow up at their discretion.

2. Members of the public may also submit written communications to the Board on items on the agenda and/or speak to agenda items at the Board meeting. Written communication regarding items on the Board's agenda should reach the office of the President/Chief Executive Officer (CEO) not later than 48 hours prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

If requested, writings that are public records shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Claims for damages are not considered communications to the Board under this rule, but shall be submitted to Administrative Services.

No Administrative Procedure is required.

**Last Revised**            September 14, 2021