



**BP 2345      Public Participation at Board Meetings**

References:      Education Code 72121.5;  
                         Government Code Section 54954.3 and 54957.5  
Adopted:            December 10, 2008  
Last Revised:      October 10, 2018; December 2025  
Last Reviewed:    October 10, 2018

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The Board will provide opportunities for members of the general public to participate in the business of the Board. Members of the public may bring matters directly related to the business of the District to the attention of the Board in one of 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 are requested to submit a written request at the beginning of the meeting to the Superintendent/President or President of the Board that summarizes the item and provides their name and organizational affiliation, if any. No action may be taken by the Board on such items.
2. Members of the public may request placement of items on the prepared agenda in accordance with Board Policy 2340 Agendas. A written summary of the item must be submitted to the Superintendent/President at least two weeks prior to the board meeting.

Members of the public also may 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 not later than the Monday preceding the meeting of the Board at which the matter concerned is to be before the Board. If requested, writings that are public records will 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 will be submitted to the District in accordance with Board Policy 3810 Claims Against the District.

There are no administrative procedures for this policy.