

GOVERNANCE

RULES OF CIVILITY AND DECORUM AT PUBLIC MEETINGS

POLICY:

During public meetings of the Board of Trustees, persons attending such meetings and trustees participating in such meetings who do not comply with the rules of civility and decorum as set forth in this policy may be subject to removal from the subject meeting and/or arrest.

PURPOSE:

The purpose of adopting rules of civility and decorum for public meetings of the Board of Trustees is to help ensure that civic engagement and public participation is accomplished in a peaceful, respectful and civil manner.

RULES OF CIVILITY:

Persons attending any public meetings of the Board of Trustees shall comply with the following Rules of Civility:

- (1) No person shall engage in disorderly or boisterous conduct such as, but not limited to, applauding, whistling, stamping feet, booing, yelling, shouting, or speaking out of turn or beyond their allotted time.
- (2) All public comments shall be addressed to the presiding officer and not to a single trustee or staff member or any member of the public unless the public comment is a response to a trustee's question.
- (3) All public comments should relate and be relevant and pertinent to the subject matter of the agenda item being considered at the time.
- (4) Public comment shall not exceed the allotted time set by the Board.
- (5) No signs, placards, banners, or other similar items may be displayed during a public meeting.
- (6) All public comments shall be made at the specific location designated by the Board for public comments.
- (7) All persons attending a public meeting shall remain seated in the seats provided, unless addressing the Board from the specific location designated by the Board for public comments.

- (8) No person shall lie down or sit on the floor or on any surface or object not intended for seating purposes.
- (9) All cell phones shall be placed on silent and shall not be used for speaking or calling during a public meeting.
- (10) No person shall use a radio or any other listening device not intended to aid one's hearing of the proceedings.
- (11) No person shall use any flash camera or video devices with lights.
- (12) No person shall touch any person at a meeting without their consent.
- (13) No eating or drinking is permitted in the audience at a public meeting.
- (14) No person shall engage in any other conduct, behavior or activity that unreasonably disturbs, disrupts, or otherwise impedes the orderly conduct of a public meeting.

RULES OF DECORUM:

During a public meeting of the Board of Trustees, each trustee shall comply with the "Courtesy and Decorum" provisions of Rosenberg's Rules of Order and the following Rules of Decorum which shall take precedence over any conflicting provisions set forth in Rosenberg's Rules of Order:

- (1) A trustee must first be recognized by the presiding officer before he or she speaks during a public meeting of the Board.
- (2) A trustee's comments must relate and be relevant and pertinent to the subject matter of the item under consideration or being discussed by the Board at the time.
- (3) A trustee shall not use indecorous, abusive or vulgar language and shall refrain from engaging in any personal attacks on any other trustee, staff or member of the public; nor shall any trustee publicly impugn the integrity, honesty or motives of any such individuals.
- (4) A trustee shall not interrupt any other trustee who has been recognized by the presiding officer as having the floor.
- (5) A trustee shall not leave a public meeting of the Board without first informing the presiding officer, who reserves the right to call a recess to accommodate the trustee's temporary absence if the presiding officer deems it necessary for any reason.

- (6) A trustee shall have only ten (10) minutes to speak on any item, unless otherwise extended by the presiding officer without objection by any other trustee.
- (7) All trustees shall silence all cell phones and shall not use them for speaking or calling during a public meeting.
- (8) No trustee shall engage in any other conduct, behavior or activity that unreasonably disturbs, disrupts, or otherwise impedes the orderly conduct of a public meeting of the Board.

ENFORCEMENT:

The Presiding Officer shall be responsible for enforcing the Rules of Civility and Rules of Decorum during any public meeting of the Board of Trustees.

VIOLATION:

Any person who violates any of the Rules of Civility or Rules of Decorum may be subject to removal from the venue where a public meeting of the Board is taking place, under the following circumstances:

- (1) The violator receives a verbal warning from the presiding officer that he or she has violated the Rules of Civility or Rules of Decorum;
- (2) After the first warning, if the violator violates the Rules of Civility or Rules of Decorum for a second time, the presiding officer may direct the violator to leave the venue of the public meeting; and
- (3) If the violator refuses to leave the venue after being demanded to leave the venue of the public meeting, the District may contact local law enforcement to physically remove the violator and/or arrest the violator for any applicable criminal offense, including without limitation, Penal Code Section 415 for disturbing the peace or Penal Code Section 602 for criminal trespass.

Adopted: December 12, 2019
Resolution No. 2019-_____

Last Review: N/A