



## **I. PURPOSE**

This policy establishes the rules, regulations, and restrictions regarding public participation and public comment at an Athlos Academy of Jefferson Parish Board Meeting.

## **II. POLICY**

- A. The Governing Board of Athlos Academy of Jefferson Parish and each of its committees shall allow for public comment at all open meetings.
  - 1. A general public comment period shall be a standing item on the published Board Meeting agenda.
  - 2. Additional public comment periods shall be called for prior to each action item and each procedural vote.
- B. The Governing Board of Athlos Academy of Jefferson Parish will communicate all agenda items to the public.
  - 1. Items shall be communicated on the posted meeting agenda.
    - a. Each agenda item shall be listed separately on the meeting agenda.
    - b. Each agenda item on the posted meeting agenda will include a reasonably specific description of the item.
    - c. Meeting agendas shall be posted to the public in accordance with Open Meetings Law.
  - 2. Descriptions of items shall be stated during the open meeting.
    - a. Prior to taking action regarding an agenda item, the Board Chair or his Designee shall read aloud the description of the item as it is stated in the posted agenda.
    - b. If more than 50 agenda items require Governing Board Action at any given Board Meeting, descriptions will not be read aloud.



3. Items may be added to the agenda during an open meeting.
  - a. With a unanimous vote, the Governing Board may take up a matter not listed on the agenda.
  - b. The motion to add an item to an active agenda shall include both the purpose for adding the item and a reasonably specific description of the item.
  - c. The public body shall not use this authority as a subterfuge to defeat the purposes of R.S. 42:12 through 23.

### **III. PROCEDURE**

- A. Members of the public wishing to speak shall indicate his/her intent in writing.
  1. A Speakers Sheet shall be present and available to the public at all open meetings.
  2. Members of the public wishing to speak must complete the Speakers Sheet before the meeting is called to order.
  3. Members of the public wishing to speak must indicate on the Speakers Sheet whether they intend to speak during the general public comment section and what topic they will speak on, or whether they intend to speak regarding a specific action item on the agenda.
- B. Procedure for speaking during a public comment section.
  1. The Board Chair or his designee shall call on members of the public to speak in the order in which they appear on the sign-in sheet for each agenda item.
  2. Each speaker shall be limited to 3 minutes.
  3. Any speaker making defamatory, belligerent, or accusatory comments may be denied his/her 3 minutes of speaking time.
  4. Any member of the public who is continually disruptive shall be asked to leave the meeting.

#### **Legal References:**

[LA R.S. 42:15](#) (*School board meeting; public comment*)

[LA R.S. 42:19 \(bb\)](#) (*Notice of meetings*)

[LA R.S. 42:51](#) (*Subversive activities by public employees or by students*)

[LA R.S. 42:28](#) (*Civil penalties*)