Jerome Joint School District No. 261

BOARD OF TRUSTEES ~~1505~~ 1525

~~Regulation of Conduct at Open Meetings~~

~~The Board of Trustees of Joint Jerome School District No. 261, being a governing body subject to public scrutiny and the provisions of the Idaho Public Meetings Act and being desirous of establishing policies regarding the conduct of persons attending open meetings of this Board which policies will protect and insure the public interest and the rights of the public to observe the deliberation and decision making process of this Board while maintaining order consistent with the efficient handling of the business of this Board, and being further desirous of fulfilling its obligation to create and maintain an accurate and official record of the proceedings of this Board, the Board of Trustees of Joint Jerome School District No. 261 hereby promulgate:~~

~~1. Public Attendance Policy.~~

~~a. Open Meetings.~~

~~Members of the public may attend all "open" sessions of this Board. Sessions shall be defined as all meetings other than those meetings, or parts thereof, which may be or which are required to be held in "closed" or "executive" sessions by the laws of the State of Idaho. Attendance at said open meetings of the public will be subject to observance and compliance with the rules of conduct set forth herein.~~

~~b. Closed Meetings.~~

~~Members of the public shall not be allowed to attend "closed" meetings or "executive" sessions of this Board, unless the board requests their presence.~~

~~2. Rules of Order.~~

~~For maintenance of order necessary to the efficient conduct of the business of this Board, members of the public, trustees and officials of the District shall be subject to the following rules of order:~~

~~a. Ultimate control.~~

~~The Chairperson of this Board shall preside over all meetings in accordance with the rules of procedure adopted by the Board and the Chairperson shall make all final rulings on points of order and procedure. Except where otherwise specified, or where they conflict with Idaho Law, Roberts Rules of Order may govern the proceedings of the board.~~

~~b. Conduct in general.~~

~~All persons in attendance at a meeting of the Board will speak only upon recognition and granting of leave by the Chairperson. All persons will refrain from making or causing to be made any loud, raucous, abusive or profane language or gestures.~~

~~No persons attending said meetings shall have in their possession or subject to their control any devices of distraction that would make noise or create bright or flashing light.~~

~~No person in attendance of said meetings shall have within their possession or subject to their control any banners, placards or signs.~~

~~No person in attendance of said meetings of the Board shall have any substance or article within their possession or subject to their control which could constitute a menace or which would endanger the safety or well being of those in attendance.~~

~~No person in attendance at said meetings of the Board shall smoke.~~

~~3. Public's right to address the Board.~~

~~The Board of Trustees being interested in receiving input from the public consistent with the efficient processing of business of the Board will allow and/or restrict public comment at board meetings as follows:~~

~~a. Public comment will be allowed on most new issues addressed by the Board.~~

~~b. The posted agenda will indicate whether the Board will receive public input on each item of business.~~

c. When public input is to be received, members of the public wishing to address the Board should place their names upon the "sign-up" sheet maintained by the clerk of the district prior to commencement of the meeting.

Where public testimony (does not include testimony of the District's administrative staff, attorney, treasurer, auditor or outside consultants) is to be heard, all persons representing all positions with respect to said matter shall be permitted to address the Board subject to these rules.

4. Written submissions.

The Board may, from time to time, depending upon the circumstances and time constraints relevant to any issues, allow members of the public to submit written statements of position that will become a public record and will be considered prior to the Board making any final decision upon the matter. When leave of Board is so granted, the Board may place reasonable deadlines with respect to when such submissions must be made.

5. Public use of recording devices.

a. Findings.

The board having investigated and deliberated with respect to the use by the public of recording devices at meetings of the Board has found that:

i. If the public is allowed to record meetings, there must necessarily be an official recording prepared by a school official to secure the sanctity of the record. High quality recording equipment necessary to record meetings is expensive.

ii. Recording devices are easily tampered with and replay of a tampered recordings may cause improper embarrassment to school trustees and officers.

iii. Many recording devices are either of an inferior quality or not designed to properly and accurately record proceedings of public meetings. Even the recording devices used by a segment of Idaho courts fail at times to make an audible record of remarks of court, counsel and witnesses, or to reproduce with sufficient quality to allow the listener to determine who is really talking.

iv. When more than one person speaks at the same time, it is virtually impossible to disentangle the remarks when using an electronic recording.

v. Replay or use of "selected" portions of the recording may greatly distort the tenor and intent of public deliberations. Use of the above may further cause board members who are not articulate to either refrain or become quite reluctant to ask questions, argue and deliberate in public meetings.

vi. Most recording devices use digitizing that must be frequently changed requiring either cessation of all verbal utterances, or in the alternative, causing a loss of part of the proceedings. In either situation, the changing of the recording is extremely disrupting to any proceeding and the loss of part of the proceeding can easily produce a distorted record.

b. Prohibition.

The use of tape recorders or electronic recording devices by members of the public or any other persons attending meetings of the Board is prohibited except in situations where an electronic tape recording or transcript is required by law, in which case the clerk of the district shall use electronic recording equipment of high quality approved by the district to create an electronically recorded transcript which shall be maintained as the official transcript of such proceeding. The Board, in its discretion, may choose to record any or all regular sessions of the Board which shall become the official transcript of the proceedings.

6. Cameras and video equipment.

a. Findings.

The board having investigated and deliberated with respect to the use by the public of cameras and video equipment at meetings of the Board has found that:

i. If flash cameras are used, the occurrence of the "flashing" can be particularly disturbing and disruptive to the proceedings. Additional lighting used for cameras or video equipment is distractive.

ii. The "desired positioning" of the video equipment or camera is often such that it blocks the view of meeting participants and/or detracts from the primary purpose of the meeting.

iii. Equipment "setup" is often not accomplished prior to the start of the meeting and equipment removal often occurs before the end of the meeting and either situation interrupts proceedings once they are underway.

iv. Equipment operation using electric cords (versus batteries) creates a public safety hazard.

b. Prohibition.

The use of cameras and video equipment by members of the public or any other persons attending meetings of the board is prohibited subject to the provisions of subparagraph "c" below.

c. Exceptions.

The district recognizes that there may be times or certain events where the use of cameras or video equipment would be desirable and the Board may approve from time to time limited use of such devices for events such as presenting awards, the swearing in of new board members, etc., under such conditions and restrictions as in the judgment of the Board are appropriate.

7. Handwritten notes, transcripts, etc.

Nothing contained in this policy prohibits members of the public from preparing their own handwritten notes, transcripts, etc. of any proceedings held in an open meeting of this Board.

Board Meeting News Coverage

One of the paramount responsibilities of the Board of Trustees is to keep the public informed of its actions. Consequently, local news media representatives shall be welcome and encouraged to attend all regular and special meetings of the Board.

Broadcasting and Taping Of Board Meetings

Photographic and electronic audio and video broadcasting and recording devices may be used at regular and special Board meetings legally open to the public. Persons operating cameras or broadcasting and/or recording devices must do so with a minimum of disruption to those present at the meeting. Specifically, the view between Trustees and the audience must not be obstructed, interviews must not be conducted during the meeting, and no commentary is to be given in a manner that distracts the Trustees or the audience.

The Board, or its representatives, may make the necessary arrangements to have audio and video recordings of regular meetings and any special meetings that it deems appropriate. Audio and video recordings are not to be considered part of the minutes of any meeting.

Cross Reference:	**Description:**
4110	Public Complaints
4120	Uniform Grievance Procedure
4320	Disruption of School Operations

Legal Reference:	**Description:**
I.C. § 33-510	Annual Meetings – Regular Meetings – Board of Trustees
I.C. § 74-204	Notice of Meetings
IC § 74-205	Written Minutes of Meetings

Policy History:

Adopted on: 09/26/2006
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Revised on: