

## **Agenda Item #7C: Bylaw review: Options for additional section regarding public civility at meetings.**

Based on request of instituting a Civility Policy, here are two options for consideration. We recommend including this language under Section 345 to the bylaws:

- Individuals/Groups Addressing the Committee
- Rules of Civility

Option 1 is drafted from the statewide resources for County Committees. Option 2 is modified language from the County Office of Education policy.

### **OPTION 1**

#### **345 - Individuals/Groups Addressing the Committee**

Provisions for permitting an individual or group to address the Committee concerning any subject that lies within its jurisdiction shall be as follows:

1. During a hearing, the Committee will receive oral and/or written arguments regarding the subject under consideration.
2. The Committee will not entertain a repetition of arguments previously presented by the same or another speaker. However, the Committee will consider new facts relating to arguments previously submitted.
3. The Committee Chairperson will, at the appropriate time, call upon the members of the audience who have submitted a "Request To Speak" form. These forms are available to all members of the audience.
4. The person addressing the Committee may be required to show a reasonable basis of interest in the subject of the hearing, such as being a legal resident of the school district(s) affected by the subject under discussion or being a representative of an organization having legitimate interest in the subject under discussion, or having other bona fide individual interest in the proceedings.
5. The person addressing the Committee shall state his/her name and place of residence.
6. The person speaking shall address all comments and questions to the Chairperson, not to individual committee members.
7. At the discretion of the Chairperson, time may be allotted to persons wishing to address the Committee; the Chairperson will endeavor to allot equal time to persons having opposing views.
8. Remarks or charges by any person addressing the Committee which reflect adversely upon the character or motives of any person are out of order.

9. Conduct by a participant declared out of order shall be grounds for termination of that person's privilege of addressing the Committee.

Proposed: October 30, 2024

## **OPTION 2**

### **345 – Rules of Civility**

In accordance with the authority set forth above, by this Bylaw, the Committee establishes the following Rules for Committee Meeting Civility ("Rules of Civility"):

1. Meeting shall be conducted in an orderly manner to ensure the public has a full and fair opportunity to be heard.
2. Committee members shall preserve and exhibit civility. A Committee member shall not by conversation, or other means, delay or interrupt proceedings or disturb any other Committee member while speaking.
3. County Superintendent of Schools staff and employees ("staff member(s)") shall endeavor to observe the same Rules of Civility set forth in this Committee Bylaw (345).
4. Meeting attendees and members of the public shall:
  - a. Refrain from making personal, impertinent, slanderous or profane remarks directed at any Committee member, staff member or meeting attendee;
  - b. Refrain from engaging in disorderly, disruptive, disturbing, delaying or boisterous conduct, including, but not limited to: (1) loud, threatening or abusive language; (2) whistling; (3) clapping; (4) foot stomping or any other act which interrupts, disturbs or delays the orderly conduct of the Committee meeting.

#### **RESPONSE TO DISRUPTIVE BEHAVIOR**

In the event an individual or group engages in disruptive behavior as defined above, the Committee Chairperson or acting Committee Chairperson may respond as follows:

1. Warn the group or individual(s) that if their conduct is not promptly ceased, they may be removed from the Committee meeting.
2. Gavel out of the meeting and have the Committee meeting room cleared and continued in session as set forth in Government Code §54957.95(a).2
3. Direct Staff to politely ask the individual(s) or group to remove themselves from the Committee meeting where that have violated the Rules of Civility.
4. The Committee Chairperson or acting Committee Chairperson shall exercise his/her discretion if and when it is prudent to readmit an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

Proposed: October 30, 2024