

# Open to the Public

---

- To ensure that deliberations and actions of public governing bodies are open and public and that there is meaningful public access to their decision making.
- The Act requires:
  - ✓ that meetings be open to the public
  - ✓ held on a regular schedule
  - ✓ conducted in accordance with an agenda
  - ✓ agenda available in advance of the meeting

# Who is subject to the Brown Act?

---

- Public governing bodies such as:
  - ✓ Public schools
  - ✓ Public school districts
  - ✓ Legislative bodies

# What constitutes a meeting?

---

- Any gathering in person or by phone of a majority of the members of the governing body at the same time and place to hear, discuss or deliberate on any item under its jurisdiction.

# When can meetings be held?

---

- Regular meetings:
  - ✓ Agenda posted 72 hours before
- Special meetings:
  - ✓ called by chairperson or a majority of members, agenda posted 24 hours before

# What must be on the agenda?

---

- Date, time, location of the meeting
- Brief description of each item to be discussed
- Agenda must be posted in a location freely accessible to the public such as:
  - ✓ School office
  - ✓ Website

# Public right to comment

---

- Regular meetings:
  - ✓ Public may comment on any item on the agenda
  - ✓ Public may comment on any matter under jurisdiction of the governing body even if not on the agenda
  - ✓ Reasonable time limits may be set for public comment, i.e. 2 minutes

# Public right to attend

---

- Regular meetings:
  - ✓ Members of the public have a right to attend
  - ✓ Members of the public cannot be required to register their names or sign in as a condition of attending
  - ✓ Public has a right to record or videotape meetings

# Summary Overview

---

- All meetings open and public
- Actions and deliberations taken openly
- All persons permitted to attend and participate in meetings



# Questions?

---