

School Board

Public Participation at School Board Meetings and Petitions to the Board

During each regular and special open meeting, any person may comment or ask questions of the School Board (*public participation*), subject to the reasonable constraints established and recorded in this policy's guidelines below. During public participation, there will be a 20-minute minimum total length of time for any one subject. When public participation takes less time than these minimums, it shall end.

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is expected to follow these guidelines:

Complete a Public Comment Card and submit it to the Board's Recording Secretary prior to the end of public comment section during the meeting at which he or she wants to speak.

- 1) Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
- 2) Identify oneself by name and residence. Comments shall be limited to 5 minutes. The Board of Education reserves the discretion to extend, limit or suspend public comment.
- 3) Observe, when necessary and appropriate, the:
 - a) Shortening of the time for each person to address the Board during public participation to conserve time and give the maximum number of people an opportunity to speak;
 - b) Expansion of the overall 20-minute minimum total length of time for any one subject; and/or
 - c) Determination of procedural matters regarding public participation not otherwise covered in School Board policy.
- 4) Conduct oneself with respect and civility toward others and otherwise abide by Board policy 8:30, *Visitors and Conduct on School Property*.

Petitions or written correspondence to the Board of Education shall be presented to the Board of Education in the next regularly scheduled packet.

LEGAL REF.: 5 ILCS 120/2.06, Open Meetings Act.
105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:220 (School Board Meeting
Procedure), 8:10 (Public Relations), 8:30 (Visitors and Conduct on School Property)

Revised: October 15, 2013
Approved: February 10, 2014
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