

Board of Education

Public Participation at Board of Education Meetings and Petitions to the Board

During each regular and special open meeting of the Board, any person may comment on or ask questions of the Board (*public comment*), subject to the reasonable constraints established and recorded in this policy's guidelines below. When public comment takes less than the allotted time, 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:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President. This includes following the directives of the Board President to maintain order and decorum for all.
2. Use a sign-in sheet, if requested
3. Identify oneself and be brief. Ordinarily, the time for any one person to address the Board during public comment shall be limited to three minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the Board President may allow a person to speak for more than three minutes. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
4. The Board President may deny a person the opportunity to speak for more than three minutes. The Board President may also deny the opportunity to speak to a person who has previously addressed the Board on the same subject.
5. Observe, when necessary and appropriate, the Board President's authority to:
 - a. Shorten the time for each person to address the Board during public comment to conserve time and give the maximum number of people an opportunity to speak;
 - b. Expand the three minute length of time; and/or
 - c. Determine procedural matters regarding public comment not otherwise defined in Board policy.
6. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

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

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.

5 ILCS 120/2.06, *Open Meetings Act*.

CROSS REF.: 2:220 (School Board Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: January 9, 2024