BOARD OF EDUCATION

Public Participation at Board Meetings and Petitions to the Board

It is the right of any individual, organization, or group to make a public comment, presentation, or to present a petition to the Board. Because the Board favors the hearing of viewpoints from any individual, organization, or group, all regular and special meetings of the Board shall be open to the public, and each meeting shall provide a suitable time allotted on the agenda for citizens to be heard.

The Board's purpose in listening to such presentations is to clarify issues and secure opinions, ideas, and information useful to the Board in reaching decisions. Deciding the course of action and timeline to be followed regarding a particular issue is the prerogative of the Board. Therefore, the Board of Education does not typically respond to public comments during the meeting. If individual Board members elect to respond to a public comment, they must clearly state that their response is based on their individual opinion and does not reflect the position of the entire Board of Education. If the entire Board of Education elects to respond to a public comment, the statement of the Board must be agreed to in advance by all members of the Board.

For an overall minimum of 30-minutes during each regular and special open meeting, any person may comment to the Board of Education. This portion of the meeting agenda, referred to as *public comment*, shall be subject to the reasonable constraints outlined below. During public comment, there will be a 30-minute minimum total length of time for any single 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 limited to a maximum of three (3) minutes. This time parameter may be altered by the Board President (or presiding officer) based on the total number of public comments, and shall adhere to the following guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
2. Identify oneself and be brief. Ordinarily, the time for any one person to address the Board during public participation shall be limited to three (3) minutes. In unusual circumstances, and when an individual has made a request to speak for a longer period of time, the person may be allowed to speak for more than three (3) minutes, contingent upon prior approval by the Board President (or presiding officer).
3. Conduct oneself with respect and civility toward others and abide by Board policy 830, Conduct on School Property.
4. Comply with the direction of the Board President (or presiding officer) regarding the modification of allotted time for individual comments and other procedural matters regarding public participation.

Any individual, organization, or group may submit comments, communications, presentation, or petitions to the Board electronically via one of the following methods:

a) Send a group email to the entire Board of Education electronically at **D29_board@srd29.org**,
b) Send an email to individual Board of Education members, utilizing their specific email address posted on the District website.

Comments, communications, presentation, or petitions submitted to the Board electronically must clearly identify the author(s). Electronic communications to the Board will not be read aloud during the Board meeting. Electronic communications are entered into the Board Communication Log.

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

APPROVED: MAY 12, 2020
REVISED: MAY 17, 2022
REVISED: APRIL 11, 2023
REVISED: AUGUST 13, 2024