

## **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 to or ask questions of the board (*public participation*), subject to the reasonable constraints established and recorded in this policy's guidelines below. The Board listens to comments or questions during public participation; responses to comments to or questions of the Board are most often managed through policy 3:30, *Chain of Command*.

The individuals appearing before the Board are 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, comments shall be limited to 3 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 an individual to speak for more than 3 minutes. If multiple individuals wish to address the Board on the same subject, this group is encouraged to appoint a spokesperson.
4. Observe the Board President's decision to shorten public comment to conserve time and give the maximum number of individuals an opportunity to speak.
5. Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered 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 in the next regular Board packet.

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

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

ADOPTED: April 5, 2011, July 16, 2019, July 19, 2022