



Board of Education Meeting Guidelines

Dunlap CUSD #323

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Board of Education Members

Dr. Abby Humbles
President

Mrs. Karen Disharoon
Vice President

Mr. Tim Wagenbach
Secretary

Mrs. Cheryl Bluth
Board Member

Mrs. Ann Henry
Board Member

Ms. Theresa Holshouser
Board Member

Mr. Mike Wisdom
Board Member

Dr. Scott Dearman
Superintendent



The Board of Education

Thank you for attending this meeting of the Dunlap Board of Education. We appreciate your attendance at this meeting. By attending meetings, you can learn the accomplishments and needs of your schools.

The Board of Education meets regularly on the third Wednesday of each month at 6:00 pm at Dunlap High School. A list of meeting dates and locations can be found on our district website. Special meetings may be called for other times and places to handle emergency business.

All meetings are open to the public except executive (closed) sessions which are permitted by State law to discuss exceptions outlined in the Open Meetings Act. All decisions, however, are made in public (open) sessions.

Additional Board of Education information including meeting dates, locations, agendas, and approved minutes can be found online at: www.dunlapcusd.net.

Mission and Vision Statements

Mission

The Dunlap School Community empowers all students to reach their individual potential.

Vision

Dunlap Students will reach their individual potential as:

- Motivated life-long learners
- Creative critical thinkers
- Effective communicators
- Collaborative problem solvers
- Responsible and culturally aware citizens

Dunlap CUSD #323— The Dunlap School Community empowers all students to reach their individual potential.

Addressing the Board

The Board of Education encourages persons who have an interest in the operations of the schools to attend meetings of the Board.

At the outset of the action meetings, individuals who wish to address the Board may do so under the part that part of the agenda entitled “Public Participation.”

The Board does not debate the contents of Public Participation, but considers them in making decisions and in the establishment of policies.

At each regular and special open meeting, following the Pledge of Allegiance, the President of the Board will recognize members of the public and district employees who wish to address the Board.

Per Board Policy 2:230, 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.
2. Identify oneself and be brief. Ordinarily, such comments shall be limited to 5 minutes. In unusual circumstances, and when the person has given advance notice of the need to speak for a longer period of time, such person may be allowed to speak for more than 5 minutes.
3. Observe the Board President’s decision to shorten public comment to conserve time and give the maximum number of individuals an opportunity to speak.
4. Observe the Board President’s decision to determine procedural matters regarding public participation not otherwise defined in Board of Education Policy.
5. Conduct oneself with respect and civility toward others.

Questions are to be directed to the Board of Education as a whole and may not be put to any individual member of the Board or administrative staff.

Because all public meetings of the Board of Education are made a matter of public record, each speaker, when recognized by the President, shall give his or her name and announce the general subject before presenting his or her views.

No person less than eighteen years of age may address the Board in a meeting unless accompanied by his or her parent/guardian.

The Board typically does not engage in two-way conversations during the public portion of the meeting. Any follow up response will be addressed by the administration at a later date.

Complaints or charges against individual students, staff members, or Board members, either named or unnamed, shall not be orally presented to the Board of Education. Such complaints or charges should be put in writing, signed by the person or persons making the charges or complaint, and delivered or sent to the Board of Education Secretary who will deliver them to the Board of Education for consideration in private. Generally, the Board will refer such charges or complaints to the Superintendent for investigation.

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

We welcome your public comments and appreciate your cooperation in following these guidelines.

Order of Business

The Board of Education follows a planned order of business in handling the large number of matters coming before it.

To prepare themselves for an informed discussion of proposals, board members receive background information.

Generally, the board meetings follow this Order of Business:

- Call to Order/Roll Call
- Pledge of Allegiance
- Public Participation
 - A. Superintendent’s Report
 - B. Public Comments by Audience
- Information Items/Discussion Items
 - A. Reports from Superintendent and Staff
 - B. Review of School Activity Accounts
- Consent Agenda
- Action Items
 - A. Acceptance of the Treasurer’s Report/Bills
 - B. New Business
- Closed Session
- Return to Open Session
- Action Items
- Adjournment

