



**Minooka Community Consolidated School
District 201
Public Comment Form**

Thank you for attending the Minooka School District 201 Board of Education Meeting!
The following policies and procedures will be followed for those persons requesting to make public comments.

Guidelines

1. Comment forms submitted after the start of the regular board meeting will not be addressed.
2. **The Board of Education will not engage in a debate.** If a comment or question requires additional research or data, the district will post such information to the district website within 14 business days of the board meeting.
3. Responses to questions may be viewed under the **Board of Education** drop down menu at www.min201.org.
4. The Board of Education meeting is a business meeting held in public. Please note the Board of Education's practice requires that members not respond to the public. Attendees are advised to refrain from making comments to the Board of Education, as well.
5. If you are unable to speak, you may submit your comments in writing and they will be shared with each Board member.
6. The Board of Education recognizes the rights and desires of the public to express their thoughts concerning the school district by way of making a public comment. Anyone wanting to address the Board of Education should do so in an orderly manner during the public comment portion of the meeting. In order to ensure an orderly meeting, however, comments, disruptions and/or outburst during the business portion of this meeting will not be permitted. If members of the public disrupt the Board of Education's meeting we will take all steps necessary in order to ensure that proper decorum is reestablished; this can include such person(s) being removed from the premises so that we can accomplish the necessary business of the Board. We thank you for your cooperation and understanding.
7. Person(s) making public comments will be allowed five (5) minutes. The Board of Education may extend the time limits at its discretion.
8. The Board of Education will limit the number of public comments on a particular topic or issue. If you are a member of a group or organization involving the same issue, you would coordinate your comments with others to avoid repetition.

Emily Conquest, President

James Satorius, Vice President	Alan Skwarczynski, Secretary
Stephen Blount, Member	Ed Cronin, Member
Adam Shainberg, Member	Vinita Voss, Member



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(See other side for Public Comment guidelines)

(Complete the information below and deliver to the Board of Education corresponding secretary Mrs. Lori Shanholtzer)

Please note that listing your name and/or contact information is **OPTIONAL**.

Name: _____

Address: _____

City: _____

Your Public Comment Topic
(Please provide a brief description)

FOR OFFICE USE ONLY

Assigned Response Coordinator: _____

Target Response Date: _____

Actual Response Date: _____