

Board Governance and Operations

Public Participation at Board Meetings and Petitions to the Board

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

Public Participation at Board Meetings

The Board desires citizens of the District to attend its sessions so that they may become better acquainted with the operation and programs of the schools and the Board may have the opportunity to hear the wishes and ideas of the public. All official meetings of the Executive Board shall be open to the press and public. However, the Board reserves the right to adjourn or recess a meeting at any time to discuss such matters as are properly considered in closed session.

Presenters are asked to make a written request to the Superintendent or Board President at least one week prior to the Board meeting. Information should include speaker's name, address and telephone number, name of organization represented (if any), and a brief description of the topic to be addressed.

In order to assure that persons who wish to appear before the Board may be heard and at the same time, conduct its meetings properly and efficiently, the Board shall have a standing agenda item for public comment. For a maximum of 60 minutes 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 time limit for public participation at a meeting may be extended upon the majority vote of the Board members at a regular or special meeting. 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*. Citizens who wish to address the Board during "Public Comment" are expected to follow these guidelines:

1. Sign in upon arrival at the meeting.
2. 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.
3. Identify oneself and be brief. Ordinarily, the time for any one person to address the Board during public participation shall be limited to ~~five~~ three minutes. In unusual circumstances, and when an individual has made a request to speak for a longer period of time, the Board President may allow a person to speak for more than ~~five~~ three minutes. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
4. Observe, when necessary and appropriate, the Board President's or other presiding officer 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; and/or
 - b. Deny such opportunity to a person who has previously addressed the Board on the same subject.
 - c. Terminate the remarks of any individual addressing the Board under public comment and to determine procedural matters regarding public comment not otherwise defined in Board policy.

5. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

Persons appearing before the Board are reminded, as a point of information, that members of the Board are without authority to act independently as individuals in official matters. Thus, questions may be directed to individual Board members, but answers must be deferred pending consideration by the full Board.

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

CROSS REF.: 2:140 (Communications to and from the Executive Board), 2:220 (Executive Board Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: August 24, 2004

REVIEWED: December 19, 2019; July 28, 2022; June 27, 2024

REVISED: February 24, 201, December 19, 2019; July 28, 2022; June 27, 2024