

Public Comments at Board Meetings and Petitions to the Board

The Board, as the representative body governing the District, wishes to provide an avenue for its constituents and the public to express themselves at Board meetings. During each regular and special meeting open to the public or Board Committee meeting, any person may comment to or ask questions of the Board or Committee, subject to reasonable constraints established and recorded in this policy. The Board listens to comments and questions during public comment, but generally manages responses through Board Policy 3.30, *Chain of Command*.

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board or a Board Committee is expected to follow these guidelines:

- Address the Board or Board Committee only at the appropriate time as indicated on the agenda and when recognized by the Board President or Committee Chair. This includes following the directives of the Board President or Committee Chair to maintain order and decorum for all. Any individual not so recognized is out of order.
- In order to be recognized by the presiding officer during public comment, each participant must sign in on the sheet provided at the entrance to the meeting at least 15 minutes prior to the meeting.
- Each speaker, when recognized by the Board President or Committee Chair, should give their name and state the general subject, before presenting views.
- Each individual will have an opportunity to speak for three minutes. If, however, a large number of individuals wish to be heard, the Board President or Committee Chair may shorten this time allotment to conserve time and give the maximum number of people an opportunity to speak. A majority of Board or Committee members present at any meeting may waive the three-minute time allotment for an individual. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
- For further review and reference, it is recommended that a copy of the speaker's remarks be provided to the Clerk of the Board or Committee Chair.
- Petitions or written correspondence to the Board or Committee may be presented during the Public Comments agenda item at meetings.
- It shall be in order for the members of the Board, Committee, and/or the Superintendent to question a speaker or to make comments regarding the individual's statement.
- Speakers are expected to conduct themselves with respect and civility toward others and otherwise abide by Board Policy 8.30, *Visitors to and Conduct on School Property*.
- To minimize the possibility of the Board making ill advised, illegal, or improper rulings due to hasty action in the absence of adequate information and study, those proposals or requests that are not items on the agenda will be referred to the Superintendent for a recommendation. The Superintendent will communicate with those participants following the next scheduled Board meeting.

- The Board President or Committee Chair shall determine procedural matters regarding public comments not otherwise defined in this policy.

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.
5 ILCS 120/2.06, Open Meetings Act.
I.A. Rana Enterprises, Inc. v. City of Aurora, 630 F. Supp. 2d 912 (N.D. Ill. 2009)

CROSS REF.: 2.150 (Committees), 2.220 (School Board Meeting Procedure), 3.30 (Chain of Command), 8.10 (Connection with the Community), 8.30 (Visitors to and Conduct on School Property)