

Document Status: Draft Update

SECTION 2 - BOARD OF EDUCATION

2:230 Public Comments at Board of Education Meetings

For a maximum of 60 minutes during each regular and special open meeting of the Board of Education or Board Committee, any person may address of the Board of Education, subject to the reasonable constraints contained in this policy. The time limit for public participation at a meeting may be extended upon the majority vote of the Board members at the 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*.

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is 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 by name and address (provided the speaker is willing to share their address) and be brief. Ordinarily, comments shall be limited to three^{C1} minutes. If multiple individuals wish to address the Board on the same subject, the 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. If a number of individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
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 or Involving School Personnel?*.

Petitions or written correspondence to the Board may be presented to each Board member at a regular meeting. An adequate number of copies should be provided.

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

ADOPTED: June 15, 2022

Riverside Public School District 96

PRESSPlus Comments

- C1. A three-minute time limit is suggested, based on the practice of many boards. Time limits for any one person to address the Board during public participation may be adjusted up, but consult the board attorney before setting time limits below three minutes. Based upon I.A. Rana Enterprises, Inc. v. City of Aurora, 630 F.Supp.2d 912 (N.D.Ill. 2009), many attorneys agree that speaker time limits should be a minimum of three minutes per person, but some public bodies have successfully implemented two minutes per person. **Issue 122, June 2026**