

GOVERNING BOARD

2:230 Public Participation at Board Meetings and Petitions to the Board

The Governing Board and Executive Board shall designate a portion of each open meeting to recognize visitors and to provide them with an opportunity to address the Board (*public participation*), subject to the reasonable constraints established and recorded in this policy's guidelines below. The Governing Board and Executive Board listens to comments or questions during public participation; responses to comments to or questions of the Boards 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 Boards shall be subject to the following:

1. The individual shall submit a request in writing to the Governing Board President (or Chairperson for the Executive Board) or Executive Director no later than five working days prior to the meeting. An outline of the subject matter to be presented must be submitted with the request.
2. The individual shall sign in with the Board Secretary at the time of the meeting.
3. The individual shall address the Board only at the appropriate time as indicated on the agenda and when recognized by the President (or Chairperson) or other presiding officer. This includes following the directives of the Board President (or Chairperson) or other presiding officer to maintain order and decorum for all.
4. Identify oneself and be brief. Ordinarily, the time for any one person to address the Board during public participation shall be limited to 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 three minutes. If multiple individuals wish to address the Boards on the same subject, the group is encouraged to appoint a spokesperson.
5. Observe, when necessary and appropriate, the Board President's (or Chairperson's) or other presiding officer's authority to:
 - a. Shorten the time for each person to address the Board during public participation to conserve time and give the maximum number of people an opportunity to speak;
 - b. Expand the overall maximum of 40-minutes total for any public participation; and/or
 - c. 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 Cooperative Property*.

Petitions or written correspondence to the Board shall be presented to the Board in the next regular Board packet.

LEGAL REF.:

105 ILCS 5/10-6 and 5/10-16.

5 ILCS 120/2.06, Open Meetings Act.

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

Adopted: July 20, 2022

Proviso Area for Exceptional Children (P.A.E.C.)
