

Board of Education

Public Participation at Board of Education Meetings and Petitions to the Board

At each regular and special open meeting, members of the public and District employees may comment on or ask questions of the Board, subject to reasonable constraints.

The individuals appearing before the Board are 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.
2. Identify him or herself and be brief. Ordinarily, such comments shall be limited to 5 minutes. In unusual circumstances, and when the person has given advance notice of the need to speak for a longer period of time, such person may be allowed to speak for more than 5 minutes.
3. Observe the Board President's decision to shorten public comment to conserve time and give the maximum number of individuals the opportunity to speak.
4. Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered in Board of Education 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.

The Sterling Education Association (SEA) shall be recognized at the beginning of the "Communication from Visitors" section of Board meetings. The association will be allowed a maximum of 30 minutes to make comments. Under special circumstances by a majority vote of the Board, the time limit may be extended.

A 30-minute time limit for communications from all other visitors is established with the time period commencing at the conclusion of any remarks from the SEA. Under special circumstances by a majority vote of the Board, the time limit may be extended.

Any citizen wishing to address the Board is encouraged to use a written form which shall be made available at the meeting. The citizen shall give the form to the Board President or to an administrator prior to the "Communications from Visitors" section of Board meetings.

Citizens wishing to present detailed proposals shall summarize such proposals in writing to the Superintendent not later than the Friday before a regular meeting. Questions which require background information for a response should also be submitted to the Superintendent not later than the Friday before a regular meeting. If a written detailed proposal or question requiring background information is not received by the deadline, the citizen may still be heard during the "Communications from Visitors" section of the Board meeting, subject to the provisions above.

Petitions or written correspondence to the Board shall be presented to the Board of Education by the Superintendent at the next regularly scheduled Board meeting or in the Board packet prior to the next regular meeting.

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2.220

Adopted: March 28, 1996

Revised: February 23, 2011