

OFFICE OF THE SUPERINTENDENT

Millburn Public Schools

INFORMATION ITEM

November 2, 2009

To: Board of Education Members

From: Ellen E. Mauer, PhD

Subject: First Reading-Board Policy 2:230-Public Participation at School Board Meetings and Petitions to the Board

This policy has been updated to include the last numbered section, #5, which indicates that citizens must conduct themselves with civility and in accordance with another school policy, 8:30-Visitors to and Conduct on School Property.

We ask that you use this as your first reading period and then put this on the next BOE meeting agenda for a second reading and approval.

## School Board

### **Public Participation at School Board Meetings and Petitions to the Board 1**

At each regular and special open meeting, the members of the public and District employees may comment to or ask questions of the School Board, subject to reasonable constraints. 2

The individuals appearing before the Board are expected to follow these guidelines: 3

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
2. Identify oneself and be brief. Ordinarily, comments shall be limited to 5 minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than 5 minutes.
3. The Board President may shorten or lengthen an individual's opportunity to speak. The President may also deny an individual the opportunity if the individual has previously addressed the Board on the same subject within the past 2 months.
4. The Board President shall have the authority to determine procedural matters regarding public participation 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*. 4

Petitions or written correspondence to the Board shall be presented to the Board at the next regularly scheduled Board meeting. 5

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

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

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

1 State or federal law controls this policy's content.

2 Required by 105 ILCS 5/10-6 and 5/10-16.

3 State law does not provide specific guidelines and the 5-minute limitation may be changed or deleted.

4 See Nuding v. Cerro Gordo Community Unit School Dist., 730 N.E.2d 96 (Ill.App. 4, 2000) (board was authorized to ban parent from attending all school events and extracurricular activities by 105 ILCS 5/24-24; the ban was based on the parent's exposing a toy gun and a pocketknife at a board meeting).

5 A board of directors must reply to a written request for consideration of a matter within 60 days from the board's receipt of the request (105 ILCS 5/10-6). Boards of education may treat petitions or correspondence according to a uniform, locally developed process.

## **Board of Education**

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

At each regular and special open meeting, the 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 oneself 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. The Board President may shorten or lengthen a person's opportunity to speak. The President may also deny the opportunity to speak to a person who has previously addressed the Board on the same subject within the past 2 months.
4. The Board President shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board of Education policy.

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

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

CROSS REF.: 2:220 (Board of Education Meeting Procedure)

ADOPTED: May 20, 2002