

BOARD MEETINGS

1200

As provided for in the Illinois Open Meetings Act, all regular and special meetings of the Board of Education shall be open to the public. In addition, the meetings shall be conducted in a manner and location which will encourage public attendance and understanding of the issues under consideration.

Visitors to Board meetings shall be provided appropriate reports and materials related to the agenda items. Such materials shall be available to local media in advance of each meeting. Visitors may record an open Board of Education meeting subject to reasonable rules established by the Board of Education, including that of informing the Superintendent or Board President of the fact that the meeting was being recorded. Requests for special need, such as seating, writing surfaces, and access to electrical power should be directed to the Superintendent (or his/her designee) at least one working day before the meeting.

The recording of meetings shall not distract or disturb Board of Education members, other meeting participants, or members of the public. The Board of Education president may designate a location for recording equipment, may restrict the movements of individuals using the recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitation of the meeting.

A person giving testimony has the right to request that his/her testimony not be recorded.

Members of the public and employees of the District may make comments to or ask questions of the Board of Education according to procedures adopted by the Board. The Board reserves the right to limit the number of speakers on any given topic, to confine the length of each individual presentation, to restrict the total amount of time for questions or comments to the Board if it deems the comments or questions to be repetitive or abusive, and to hear in closed meeting comments pertaining to topics qualifying as exceptions in the Open Meetings Act.

Amended Date(s):	June 28, 1984
Adopted Date:	July 26, 1979
Review Date:	
Law Reference:	<u>5ILSC 120/2.05; 5:120/1-120/6; 105ILCS 5/10-22.31c</u>
Related Policies:	
Related Instructions	
And Guidelines:	

Cross Ref.:

ADMINISTRATIVE PROCEDURES FOR POLICY 1200
(ADDRESSING THE BOARD)

1. Employees and members of the public wishing to address the Board may be placed on the agenda of any regular meeting or any special meeting which is open to the public by filing a written request with the Superintendent/~~Principal~~ at least ten (10) days before the scheduled meeting unless the Superintendent/~~Principal~~ otherwise permits. Unless the Board decides otherwise, presentations on any given topic may not exceed fifteen (15) minutes.
2. At each regular meeting and at each special meeting open to the public, time will be set aside for comments and questions from employees and members of the public. The Board may also allow comments from employees and members of the public during the discussion of any item on the agenda. The Board reserves the right to limit the time for individual comments.
3. During the Comments from Visitors section of the Board meeting, comments on non-agenda items concerning matters within the jurisdiction of the Board of Education are invited. Comments or questions relating to other governmental bodies or to other employees should be directed to them.
4. A member of the public having a specific complaint concerning a district employee should first address that complaint to the employee's supervisor or to the Superintendent/~~Principal~~. A member of the public having a complaint concerning the disciplining of a particular student should first address that complaint to the ~~Assistant Superintendent for Pupil Support Services~~Principal.

If, in the case of either complaint, an interested party believes that he/she has not received a satisfactory administrative response, then the interested party may submit the complaint in writing to the President of the Board of Education.

Amended Date(s):	April 24, 1997, April 23, 1992
Adopted Date:	June 28, 1984
Review Date:	
Law Reference:	
Related Policies:	
Related Instructions And Guidelines:	
Cross Ref.:	Policy 1200