

PALOS HEIGHTS SCHOOL DISTRICT 128
BOARD OF EDUCATION MEETING
AUDIENCE PARTICIPATION

The Board recognizes the value of public comment on educational issues and the importance of involving our community members in our public meetings. In order to permit fair and orderly expression of such comment, the Board will provide two opportunities during the meeting at which time visitors may make formal presentations. The Board asks that only one audience member at a time speak after being recognized. The Board respectfully requests that all guests at the meeting wait until they have been invited to speak. The Board requests that the Rules of Procedure are read prior to addressing the Board publicly.

Rules of Procedure

1. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, *Visitors to and Conduct on School Property*. **Your silence during the meeting is appreciated so that the business of the Board of Education can be conducted without distraction.**
2. Community members wishing to be heard by the board must sign in before the commencement of the meeting. You will be invited to speak in the order in which you signed in. Upon being recognized, you should proceed to the lectern and state your full name, address, and topic to be discussed. Speakers shall be limited to a presentation of five minutes unless such period of time is extended by a majority vote of the Board. Robert's Rules of Order limits the number of times (2) that each member can comment on an issue.
3. The President may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene or irrelevant. If an individual has not signed up to speak prior to the commencement of the meeting, their recourse is to wait until the next Board of Education meeting, or send their comments via mail to the appropriate parties.
4. If your presentation concerns a specific complaint or suggestion, you may find it more convenient and may receive faster attention to your concern, by relating your matter directly to the building teacher and/or principal where your concern originates. If for some reason your results are not satisfactory at that level, then your next point of contact should be the district Superintendent. The proper protocol for lodging concerns would be teacher, principal, superintendent, Board of education. All concerns brought directly to the Board will be relegated back to the proper party responsible for the issue. These redirections could greatly delay your receiving a timely response to your concerns.
5. ***No action will be taken in response to a petition at a Board meeting.*** Petitions will be referred to the Superintendent for consideration and recommendation of appropriate action.