

COMMENTS FROM THE COMMUNITY

Date: _____

Name: _____

Address: _____

Subject commenting on:

I agree that in addressing the Board of Education I will conduct myself in a proper and orderly manner. I understand the Board, through the President, shall retain the right to limit the time I speak as well as limit to one or more persons the opportunity to speak on the same subject. I understand the Board, through the President, has the authority to close any and all discussions.

Signature

Note: All meetings are recorded.

Note: If your item concerns specific personnel issues – please see the Recording Secretary, Kris Arduino, or Board President to determine if this will be a closed session discussion.

Comments will be given 3 minutes in duration.



TO: Harlem School District Stakeholder
FROM: Harlem School Board
RE: Public Comment

The Board of Education welcomes public comment as part of its regularly scheduled business meeting. Anyone who wishes to make a public comment regarding an agenda item needs to complete the Public Comment section on the back of this memo prior to the beginning of the meeting. The comment shall be submitted to the Board President or Vice-President before the meeting is called to order.

Each speaker will be allotted up to three minutes to present his or her comment. Comments should be respectful and demonstrate consideration for others. Comments regarding specific individuals are inappropriate.

Please be aware that the Board of Education members will not respond to your comments or questions during the meeting. If necessary, the Superintendent or appropriate designee will contact you after the meeting to follow-up on the concern or question you brought forward.

A classroom question or concern should be discussed with the classroom teacher. If the issue is not resolved at the classroom level, the issue may be brought to the attention of the appropriate school principal.

A school level question or concern should be discussed with the principal or the assistant principal. If the issue is not resolved at the school level, the issue may be brought to the attention of the Superintendent or appropriate Assistant Superintendent.

A district-wide question or concern should be discussed with either the Superintendent or the appropriate Assistant Superintendent.

Thank you



School Board

Public Participation at School Board Meetings and Petitions to the Board

At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the School 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, comments shall be limited to 3 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 3 minutes.
3. Observe the Board President's decision to shorten public comment to conserve time and give the maximum number of individuals an opportunity to speak.
4. Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered 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*.

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

LEGAL REF.: 5 ILCS 120/2.06.
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)

APPROVED: January 26, 2015