

**Guidelines on Public Participation at Meetings of the Chicago Board of Education**

The following Guidelines are issued by the Board President in accordance with

### Speaker Groups

The Board Secretary may place speakers in groups who are addressing a single issue to permit sufficient time for the Board to hear from both sides of the same issue. Groups of individuals may appear in support or opposition to a particular topic; however a maximum of two representatives will be called to speak from those who have signed up on the topic. Speaker support groups are limited to 15 persons in the microphone area. An individual may not appear in the microphone area more than once during a meeting as either a speaker or as part of a speaker support group.

### Speaker Remarks and Submissions

When called by the Board Secretary, a speaker shall proceed promptly to the microphone area where s/he will have two minutes to present their(her/his) comments or findings.

Unsolicited comments or disruptive behavior are prohibited. Individuals who are disruptive may be given a warning or removed from the meeting.

### Recordings

The Board records the public participation portion of each Board meeting. The Board reserves the right to edit any portions of the recording from each monthly meeting. These recordings are available on local television channels for the convenience of the public. Members of the public can copy any portion of the public participation portion of the meeting from the televised broadcast.

### Media

An area of the Board chambers is designated for members of the media who wish to observe the Board Meeting. Guidelines and requirements for media access to Board Meetings are issued by the Office of Communications.