



## **North Lawndale College Prep Board of Directors Public Participation Policy**

Per the Open Meetings Act, members of the public are welcome to attend meetings of North Lawndale College Prep Board of Directors and participate in the public comment portion of the agenda. The NLCP Board of Directors allocates for up to 30-minutes of public participation, including the transition time between speakers, during each meeting. Public participation will not be permitted outside of the designated public comment portion of the meeting. This policy establishes guidelines that shall govern public participation at Board and Committee meetings.

### **Registration**

All members of the public who would like to attend a meeting of the North Lawndale College Board of Directors are requested to register. Members of the public are welcome to register in advance by emailing [Kegreer@nlcphs.org](mailto:Kegreer@nlcphs.org). Advance registration will begin two business days prior to the meeting and will close after 10 speakers have registered. Registration will be available on-site the day of the meeting. Registered speakers who do not have an opportunity to speak within the 30 minutes designated for public participation can register to speak at the next meeting.

### **Speaker Remarks**

Speakers will be called according to the order in which they registered. When called by the Board Secretary, a speaker shall proceed promptly to the podium, where s/he will have three minutes to address the Board. Speakers are not permitted to cede their time to another person. The Board Secretary will track time on a timer visible to the speaker. When the three minutes are up, speakers must end their presentation to allow the next speaker to begin.



### **Posters and Placards**

Hand-held posters and placards are not allowed outside of the public participation portion of the agenda.

### **Written Testimony**

Any person who is unable, for any reason, to speak at a Board meeting may submit written testimony to the Board Secretary by the close of the meeting for the consideration of the Board members.

### **Media**

A specific area of the meeting space will be designated for members of the media who wish to cover the Board meeting.

### **Behavior**

All members of the public are expected to exhibit courteous, respectful, and civil behavior and refrain from engaging in any threatening, harassing, disruptive, or other behavior that impedes the orderly and productive conduct of the meeting. Further, members of the public shall refrain from the use of vulgar or obscene language. Violators of this expectation may be asked to leave because of disruptive behavior.

### **Authority of Board Chair**

The Board Chair, or his/her designee, shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board policy and request that repetitive comments be minimized.