**Public Participants at Board Meetings Policy 4007**

Adopted August 23, 2021

Periods of public comment may be established and placed on the agenda for any regular or special meeting or committee meeting the Kenosha Schools of Technology Enhanced Curriculum Governance Board. When such periods are authorized, the following guidelines shall be used to ensure an effective method of receiving information from the public.

1. Written correspondence may be sent to the Board Chair or Board Secretary. Written correspondence shall also be accepted at Board and committee meetings.
2. Individuals wishing to speak in-person at a Board meeting at which public comment is included on the meeting agenda may register by notifying the Board Chair or Board Secretary prior to the meeting, or by submitting a "Request to Speak" form to the Board Chair or Board Secretary prior to the public comment portion of the meeting. If the Board meeting provides the opportunity for virtual public comment, individuals wishing to comment virtually must register to speak by notifying the Board Chair or Board Secretary by noon on the date of the meeting (individuals will be provided a link to the virtual meeting). The opportunity for virtual public comment will appear on the meeting agenda notice.

1. Persons addressing the Board may comment on any issue concerning The School. Each speaker shall be allowed no more than 3 minutes to address an issue or express an opinion. A maximum of 30 minutes per meeting shall be designated for public appearances. Speakers shall be called in the order in which they registered. To the extent any speaker addresses the Board for less than his/her maximum allotted time, the speaker is not permitted to reserve the remainder or donate his/her remaining time to another speaker. Any deviation from these guidelines shall be at the discretion of the Board Chair.
2. The Board may, but is not required to, discuss matters raised by the public during the public comment portion of the meeting.
3. The Board Chair, or other presiding officer, may:  
   1. interrupt, warn, or terminate any speaker’s statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
   2. request any individual to leave the meeting when that person does not observe reasonable decorum;
   3. request the assistance of law enforcement officers in the removal of a disorderly individual when that individual’s conduct interferes with the orderly progress of the meeting;
   4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; or
   5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
4. Recording, filming, or photographing the Board’s open meetings is permitted. The person operating the equipment should contact the CEO prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:  
   1. No obstructions are created between the Board and the audience.
   2. No interviews are conducted in the meeting room while the Board is in session.
   3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.

1. If a person who intends to address the Board at an upcoming meeting wishes to request a reasonable accommodation that will better enable that individual to have meaningful access to the public comment forum, he/she may make that request by contacting the CEO in advance of the meeting. Advance notice of at least one (1) full business day is usually a sufficient period of time for the Board to consider and respond to such a request.