



## Herscher Community Unit School District No. 2



### Public Participation at Board Meetings

The Board of Education of Herscher Community Unit School District #2 usually meets on the second Monday of each month in the Unit Office Conference Room at 7:00 p.m. unless otherwise specified on our district website: [www.hcusd2.org](http://www.hcusd2.org). Should audience size dictate, meetings are moved to the Herscher High School Media Center which is accessible via the HHS main entrance, located off of Route 115.

The agenda is posted at the front of the Unit Office and online at the website above. (Under Board of Education/Agendas)

All regular and special meetings of the Board of education of Herscher CUSD #2 are open to the public. The Board does, however, reserve the right to recess a meeting at any time to enter into closed/executive session to discuss confidential matters.

Issues or inquiries that relate to specific situations should be dealt with by contacting the teacher or staff member directly involved. If a situation is not satisfactorily resolved at that level, the building principal should be contacted. If still unresolved, the Super-intendent should be contacted. Finally, if all other levels of resolution have been attempted, if still unresolved, the issue may be brought to the Board for review. While the Board meeting is open to the public, it is not a public meeting, rather simply, a meeting of a public board conducting business in public.

To assure that persons wishing to address the Board be heard, yet conducting its meetings properly and efficiently, the Board will use the following procedures and rules regarding public participation at the Board meetings:

- Speakers will complete and submit an Audience to Visitors form prior to the start of the meeting. This form is also located on our website.
- Upon the Public Comment Period, the Board President will recognize those wishing to address the Board.
- The time limitation is five minutes for each speaker.
- Speakers may offer criticism, however, the Board will not hear any specific personnel complaint while in open session.
- While the Board is not obligated to respond to any speaker comments, when applicable and able, the Board President may answer or explain the topic brought up or inform the speaker that the matter will be looked into further.

Persons appearing before the Board are reminded that members of the Board of Education are without authority to act independently as individuals in official matters. Only as a Board in session, may they act.

Questions may be directed to individual Board members, however, answers/decisions must wait pending consideration by the full board.

If you have specific questions about Board policy or actions, please feel free to call the Superintendent at the Unit Office at (815) 426-2162.

The mission of Herscher Community Unit School District No. 2 Board of Education is to educate each student to his/her highest potential, to instill in each student an attitude of social responsibility in a safe and orderly environment, and to provide each student with the goals, values and technology to successfully meet the challenges of the 21st century.