

THE OGDEN INTERNATIONAL SCHOOL OF CHICAGO

Local School Council

GUIDELINES FOR PUBLIC COMMENT

Public participation is encouraged at all meetings of the Ogden Local School Council, and time shall be provided for such participation at each regular LSC meeting. The Ogden Local School Council has adopted the following Guidelines for Public Comment.

- Parents and community members will be given the opportunity to address the LSC during the LSC meeting, at the discretion of the LSC.
- In order to address the LSC, individuals wishing to speak should sign-in at least ten minutes prior to the beginning of the meeting. Speakers should be permitted in the order in which they signed in.
- Each individual addressing the LSC shall limit their comments to two or three minutes, and conduct him or herself in an appropriate manner. *Any person who is confrontational or disruptive may be asked to leave the meeting and may have their right to address the council revoked.*
- Videotaping and recording of LSC regular and special meetings are permitted in accordance with the Open Meetings Act. Such recording, however, may not interfere with or in any way disrupt the meeting. The LSC chair, or his/her designee, may require that the person recording the meeting cease the recording if the recording disrupts the meeting.
- All recording equipment should be set up and in place prior to the start of the meeting.
- All minutes kept by the Secretary shall note the names of those persons who speak at the LSC meetings.