

WEST CHICAGO ELEMENTARY SCHOOL
DISTRICT 33
WEST CHICAGO, ILLINOIS
REQUEST FOR PUBLIC COMMENT

Public comments are valuable and important to this Board of Education. We welcome the opportunity to listen to the concerns and issues that are important to our community. This is not intended to be a time for members of the public to enter into a dialogue with the Board. It is our policy to take no action on any items until we've taken the time to gather adequate information; issues raised during public comment may be added to future agendas or addressed by administrative staff, as appropriate. Please understand that lack of action on your comments during the meeting does not imply any lack of interest in what you have to say as the board needs time to process the information. Public comments at Board meetings will be audio and video recorded. The purpose of this recording is to fully capture statements made and concerns expressed. Additionally, recording will allow adequate time for recorded comments to receive a timely response, where relevant. Finally, we request you keep comments to a 3-minute limit to allow all people to have the opportunity to voice concerns or issues.

Please provide the following information to allow us to follow up on your comments.

Person requesting to comment:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Date: _____

Topics to be discussed:

I have read and will honor the guidelines printed below. _____

(Your signature)

Guidelines:

- When you begin your public comment, please state your name, the topic you will address and your role regarding the topic.
- Conduct oneself with civility and proper respect towards others.
- Please limit your public comment to 3 minutes.
- Comments or questions should be addressed to policy, and/or practices of the District. Criticism or complaints directed personally at employees or students of the District should be handled privately and through the appropriate procedures.
- If you are unable to attend an upcoming board meeting, you are welcome to submit a written statement to be read aloud.