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| Book         | Policy Manual                    |
| Section      | Second Reading by Board          |
| Title        | PUBLIC COMMENT AT BOARD MEETINGS |
| Code         | po0167.3                         |
| Status       | Second Reading                   |
| Adopted      | May 25, 2016                     |
| Last Revised | May 21, 2025                     |

#### 0167.3 - **PUBLIC COMMENT AT BOARD MEETINGS**

Board meetings are for the purpose of carrying on the business of the District; they are not public meetings, but official business meetings held in public. The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Such requests shall be subject to the approval of the Superintendent and the Board President.

#### **Public Comment Section of the Meeting**

To permit fair and orderly public expression, the Board may provide a period for public comment at any regular in-person meeting of the Board and publish rules to govern such comment in Board meetings. All public comment will be made in person.

If a meeting is held entirely virtually, intentions for making public comment should be emailed to [esuckow@dce.k12.wi.us](mailto:esuckow@dce.k12.wi.us) one hour in advance, including the name and address of the presenter. Arrangements will then be communicated to the presenter to allow the presenter to speak in the virtual meeting.

The presiding officer of each Board meeting at which public comment is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public comment shall be permitted as indicated on the order of business at the discretion of the presiding officer.
- B. Attendees must register their intention to comment in the public portion of the meeting upon their physical arrival at the meeting.
- C. Participants must have a legitimate interest in District business such as current District residents, students, parents, guardians, employees, or contractors of the D.C. Everest Area School District.
- D. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; and group affiliation, if and when appropriate.
- E. Each participant's comments shall be limited to three (3) minutes duration. No amount of time may be "donated" to a different speaker.
- F. Participants shall direct all comments to the Board and not to staff or other participants.

- G. Participants shall address only topics within the legitimate jurisdiction of the Board.
- H. **Participants may not bring handouts or presentations. This is a verbal address to the Board only.**
- I. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- J. The presiding officer may:
  - 1. interrupt, warn, or terminate a participant'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 person when that person'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;
  - 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.
- K. The portion of the meeting during which the comment of the public is invited shall be limited to thirty (30) minutes unless extended by a vote of the Board.

Recording, filming, or photographing the Board's open meetings by Third Parties is permitted pursuant to 19.90, Wis. Stat. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. 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.

Revised 1/25/17  
 Revised 12/18/19  
 Revised 5/20/20  
 Revised 11/18/20  
 Revised 2/23/22  
 Revised 4/13/22  
 Revised 8/21/24

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**Last Modified by Ellen Suckow on June 22, 2026**