

PUBLIC COMMENTS FORM

SECTION B – DISTRICT BOARD OPERATIONS

BLACKHAWK TECHNICAL COLLEGE DISTRICT BOARD REGISTRATION FORM TO PARTICIPATE IN PUBLIC COMMENTS

Please answer all questions and email this form to the Assistant to the District Board at: jbarreau@blackhawk.edu. Please read the guidelines listed below this form.

DATE: _____

NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

EMAIL: _____

TOPIC OF COMMENT(S): _____

DATE OF THE REGULAR DISTRICT BOARD MEETING: _____

ARE YOU AN INDIVIDUAL OR ARE YOU REPRESENTING A GROUP OR ORGANIZATION:

NAME OF THE ORGANIZATION OR GROUP: _____

The Blackhawk Technical College District Board is interested in hearing from members of the public. To facilitate this process, time has been set aside at the beginning of each regular District Board meeting agenda to allow members of the public to speak to the District Board on any item.

The following guidelines and rules of decorum are to be adhered to, and to ensure an opportunity for the public to address the District Board.

GUIDELINES FOR PUBLIC COMMENTS

1. Members of the public wishing to address the District Board must complete the "*Registration Form to Participate in Public Comments*" to be allowed to participate in the Public Comments part of the regular District Board meeting.
2. Only those persons who have completed the required registration form and email it to the Assistant to the District Board prior to the start of the regular Board meeting may address the District Board.

3. Each speaker is limited to three (3) to five (5) minutes depending on the number of individuals who wish to address the District Board. Comments are limited to the topic listed on the speaker's registration form.
4. Total District Board time allocated to Public Comments is a maximum of fifteen (15) minutes.
5. District Board members will not ask questions nor engage in debate with the speaker. Open meetings law prohibits the District Board from discussing or acting on an item that does not appear on the current agenda.
6. The District Board Chairperson or Vice-Chairperson at their discretion may refer to staff for follow-up on any information presented.

RULES OF DECORUM FOR PUBLIC COMMENTS

1. Proper decorum must be observed by speakers in providing remarks during the Public Comment portion of the District Board meeting. Speakers are expected to conduct themselves with a measure of dignity and respect.
2. The District Board Chairperson or Vice-Chairperson will maintain control of the meeting and require speakers and audience members to refrain from abusive or profane remarks, disruptive outbursts, applause, protests, or other conduct that disrupts or interferes with the orderly conduct of the business of the meeting.
3. Personal attacks on District Board members, faculty, or staff are not allowed.
4. Engaging in such conduct will be grounds for ending a speaker's time at the podium or for removal from the District Board room at the discretion of the District Board Chairperson or Vice-Chairperson.