



HPAC Rules

The form should be printed out, and modified every year if needed, signed by each member, and returned to HPAC Executive Board Secretary.

1. **Respect the agenda.** Make sure to follow the agenda to make sure the meeting is finished in a respectable time frame.
2. **Be Kind and Courteous.** Remember you don't have to like the people who attend HPAC meetings. We're all in this together to create a welcoming environment. Let's treat everyone with respect. Healthy debates are natural, but kindness will be required.
3. **No Hate Speech or Bullying.** Make sure everyone feels safe. Bullying of any kind isn't allowed and will not be tolerated.
4. **Discrimination.** We explicitly honor diversity. Gender identity or expression, culture, ethnicity, language, national origin, political beliefs, profession, race, religion, sexual orientation, including participants with disabilities, and socioeconomic status. We will not tolerate discrimination of any kind.
5. **Develop and practice good listening skills.** Every voice deserves to be heard, even if people don't initially agree with the point of view being expressed.
6. **Everyone needs to take a fair share of the group work.** This does not mean that everyone has to do the same thing. It is best when the members of the group have agreed on how the tasks will be allocated among themselves. Be prepared to contribute by building on the ideas of others and validating the experiences of others.
7. **HPAC ground rules can be modified.** It can be productive to review and renegotiate the ground rules from time to time, creating new ones as solutions to unanticipated problems that might have arisen. It is important, however, not to forget or abandon those ground rules that proved useful in practice, but which were not consciously applied.
8. **Consequences for violating HPAC ground rules are important.** We need to recognize when it is not functioning and be able to take corrective action. Therefore, it is important that consequences for violating HPAC ground rules be established from the start and that all group members agree and sign off on them.
9. **Warnings and Removal.** First offense a verbal warning will be given. Second offense member or participant will be ejected from the current meeting. Subject to, any member may be removed as a member of the PAC for failing to remain in good standing upon a written motion by any officer containing the reason for removal and approval by a majority vote of the members. ***Humboldt Park Advisory By-Laws Article III Membership, Section 3 Member Removal.***

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HPAC Rules

I have received and read the PAC Code of Conduct and HPAC Rules to Follow. I do understand and will follow the code of conduct and rules, regulations, and expectations described therein in every meeting and events.

Printed Name

Signature

Email

Date