



Request to Address the Board of Education at a Regularly Scheduled Board Meeting

Created 10/8/08

A part of each meeting is set aside for citizens to address the Board who has not requested inclusion in the agenda should complete the sign-up information at the bottom of this sheet and give it to the designated staff member. Your request must be received prior to the beginning of the public comment segment in order to speak at tonight's meeting.

Public comments will be designated on the agenda and will be limited to a thirty-minute time period. For more information see Board Policy 2310.

An individual wishing to speak will be allotted three minutes in which to address the Board. An individual may speak on a quarterly basis.

Board members will not respond to individuals who address the Board except to request clarification of points made by the presenter.

Except in cases of emergency, information received during the presentations will not be acted upon at the time it is received.

Complaints about an individual school system employee should be submitted to the employee's supervisor or to the Superintendent for a response. Persons concerned about school matters specific to them are encouraged to contact the relevant principal or the Superintendent with their concerns before making them the subject of a public comment.

The Superintendent or designee will make available Board Policy 2310 and other relevant grievance procedures to any individual or group submitting a complaint.

Name _____

Address _____

School child attends _____
(if applicable)

Organization or group
you are representing _____

Topic _____

Board meeting date: _____