

Public Address Request Form

The Board believes it is in its best interest and the best interest of the students of the District to hear comments from members of the public. It has been, therefore, a long-standing practice of the Board to encourage and allow residents to speak at the public meeting. This may be done by completing the bottom portion of this form and giving it to the Board President prior to the Board Meeting.

The following guidelines ensure that anyone interested in addressing the Board may do so and that Board conducts the business of the school district in an effective and efficient manner:

1. Attendees must register their intent to participate in the public participation portion of the meeting upon their arrival at the meeting by completing this form and returning it to the Board President or presiding officer.
2. Each speaker is limited to 5 minutes.
3. For the public record each speaker addressing the Board must state their name, address, and group affiliation (if and when appropriate). Any material or handouts must be presented to the Treasurer for record.
4. *The naming of individuals, profanity, abusive language, and speeches that invade individual privacies will not be tolerated or permitted.*
5. The Board will take no action regarding matters or issues presented through Public Address in the meeting in which the Public Address was made. All necessary follow-ups will be made verbally or in writing at a later date.

Please complete the bottom portion of this form and give it to the Board President.

Date: _____

Your Name: _____

Address: _____

Email Address (optional): _____

Phone Number (optional): _____

Group Affiliation (if any): _____

Description of matter/issue to be presented:
