



Always Innovating

South Texas ISD

RIO GRANDE VALLEY | GRADES 7-12

100 MED HIGH DR., MERCEDES, TX 78570

P: 956.565.2454

STISD.NET

South Texas ISD Public Audience Sign-In Sheet

Board Meeting Date: _____

The Presiding Officer or designee will determine whether an individual wishing to address the Board has attempted to solve a matter administratively through resolution channels established by policy. Individuals will be referred to appropriate policy to seek resolution before bringing a matter to the Board.

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with district policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the Presiding Officer.

To address the Board at a board meeting, individuals must sign up by submitting an email to public.audience@stisd.net **48 hours** before the board meeting and attaching this form (STISD Public Audience Sign-In Sheet), along with a public comment statement in writing to be shared with the Board. The statement cannot exceed **three** minutes in length. The written statement will be e-mailed to all board members prior to the board meeting and acknowledged during the appropriate portion of the board meeting. *The written statement is required only while we are conducting video conference board meetings.* We will respond to your email to confirm we received your request to address the Board. If you have not received a response confirming receipt of your e-mail by 24 hours prior to the board meeting, please contact our office. For questions or assistance with the process, please call (956)565-2454.

Once we resume in-person board meetings, individuals who sign up by submitting an email to public.audience@stisd.net 48 hours before the board meeting and attaching this form (STISD Public Audience Sign-In Sheet), available on the district website, may address the Board. Comments shall not exceed **three** minutes per meeting. (Board President may make adjustments to accommodate large numbers of individuals wishing to address the Board. No individual shall be given less than one minute to make comments.)

In the event your comment, in the judgment of the Presiding Officer, constitutes a complaint or charge against an employee or officer, it will be necessary for the Board President to interrupt and direct you to proceed with the school district's formal grievance procedure(s), DGBA, FNG, or GF Local. If your topic concerns complaints against specific employees or officers, please note this on the sign-up sheet. If your topic concerns complaints against specific employees, students, or officers, or about a student, who is not the child of the speaker, please note this on the sign-up sheet. We ask that you not discuss students who are not your own child.

You must make points on issues in a constructive and courteous fashion pursuant to Robert's Rules of Order.

For Office Use Only Agenda Topic	No.	Print Name	Subject to be addressed
	1		
	2		
	3		
	4		
	5		