



Instructions for Presentations to The Board by Parents and Community Members

Granada Hills Charter welcomes your participation at the School's Governing Board meetings. The purpose of a public meeting of the Governing Board is to conduct the affairs of the School in public.

We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. Blue "Request to Speak" forms are available to all audience members who wish to speak on any agenda item(s) or under the general category of "Oral Communications."
3. "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to two (2) minutes each and total time allotted to non-agenda items will not exceed ten (10) minutes.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for three (3) minutes prior to or when the Board discusses that item. The total time allotted to these items will not exceed fifteen (15) minutes.
5. When addressing the Board, speakers are requested to state their name from the audience and adhere to the time limits set forth.
6. In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Assistant to the Executive Director.