

Lac qui Parle Valley School District Procedure

Public Input Sign-up Form for Regular Monthly School Board Meetings

****To be recognized at this meeting please hand this form to the School Board Chairperson prior to the start of the meeting.****

If the topic you wish to address is not on the agenda, you will be asked to come forward after the School Board Chair introduces "Public Comments" If the item is on the agenda, please wait until the issue you wish to discuss comes up on the agenda. After the item has been introduced, the School Board Chair will recognize you. Please see current School Board agenda for agenda items.

To encourage community participation and to conduct these meetings properly and efficiently, the following processes have been established for people who wish to address the Lac qui Parle Valley School Board.

- There is a three (3) minutes limitation per individual. Individuals may not merge allocated speaking minutes or defer allocated speaking minutes to other speakers.
- An individual presenting to the School Board must identify himself/herself and, if applicable, any group he or she is representing.
- The School Board encourages and will accept written summaries of a presentation
- Speakers are expected to present their comments in a respectful and professional manner. Vulgarity, character abuse, or specific complaints identifying staff or students will not be permitted.

The School Board may respond to your comments/questions. School district administration may be asked to respond to you at a separate time. The School Board Chair or designee will terminate the remarks of any individual who does not adhere to the established guidelines.

For the Public Record:

Please provide the following information:

Name of Group Represented: _____

Name: _____ Date: _____

Address / City / Phone: _____

Issue(s) to be presented: _____

Is the item you wish to address on tonight's agenda? Yes / No Agenda item # _____

(The School Board reserves the right to limit or prohibit discussion on any item)