



**PUBLIC PARTICIPATION AT
BOARD MEETINGS**

REQUEST TO ADDRESS BOARD

The Board President shall be responsible for recognizing speakers, maintaining proper order, and adhering to a time limit of thirty (30) minutes for all presentations. Individuals addressing the Board should limit their remarks to five (5) minutes.

Questions of fact asked by the public shall, when appropriate, be answered by the President or referred to the Superintendent for reply but no response is required. No action or discussion shall transpire among Board members regarding such questions or comments. Questions requiring investigation shall be referred to the Superintendent for later report to the Board. Questions or comments on matters that are currently under legal review will not receive a response.

Personal attacks upon Board members, staff personnel, or other persons in attendance or absent by individuals who address the Board are discouraged. Presenters are cautioned that statements or representations concerning others that convey an unjustly unfavorable impression may subject the presenter to civil action for defamation.

I request permission to address the Board on the following topic:

Topic:
Topic:
Topic:

Date

Name and Telephone Number

Street Address

City State Zip

E-mail Address

Representing

