

## **AUDIENCE PARTICIPATION SIGN-UP FORM**

**Any person wishing to address the Board during the period reserved for public comment at a Board meeting must sign up in advance of the meeting. The completed form must be delivered to the Superintendent's office 48 hours before the scheduled meeting.**

**1. All complaints that are to be presented to the Board must have been placed on the agenda and posted in accordance with the Texas Open Meetings Act. This audience participation period is not the appropriate means for bringing complaints for which resolution is sought.**

**2. Each participant will be limited to five (5) minutes to make comments to the Board.**

**3. Any group of five or more persons must appoint one person to present the group's views to the Board.**

**4. For information on the District's Complaint and Grievance Policy and procedure to have an item placed on the board agenda for consideration, contact Kent Coker, Superintendent.**

Please fill in the information requested below if you wish to address the Board during the public comment period.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date and Time Received: \_\_\_\_\_

Topic you wish to address \_\_\_\_\_

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#### **RULES FOR AUDIENCE PARTICIPATION**

Welcome to this meeting of the Midland Academy Charter School District. The Board is always pleased to have citizens attend its meetings. Public participation is limited to this designated portion of the meeting. At all other times during the Board meeting, the audience is not permitted to enter into discussion or debate matters being considered by the Board.

Persons wishing to participate in this portion of the meeting reserved for that purpose are required to complete the form and return to the Superintendent's office 48 hours in advance of the scheduled meeting. All complaints that are to be presented to the Board must have been placed on the agenda and posted in accordance with the Texas Open Meetings Act.

This audience participation period is not the appropriate means for bringing complaints for which resolution is sought. No presentation will be permitted to exceed five (5) minutes. Delegations of more than five persons are required to appoint one person to present their views to the Board.

Persons must identify themselves and the groups they represent at the beginning of each presentation. Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board cannot deliberate or make a decision regarding any subject that is not on the agenda posted with the notice of this meeting. The Board will not tolerate the disruption of this meeting by members of the audience. If, after at least one warning from the President, any person continues to disrupt the meeting by his or her words or actions, the Board President may request assistance from law enforcement officials to have the person removed from the meeting