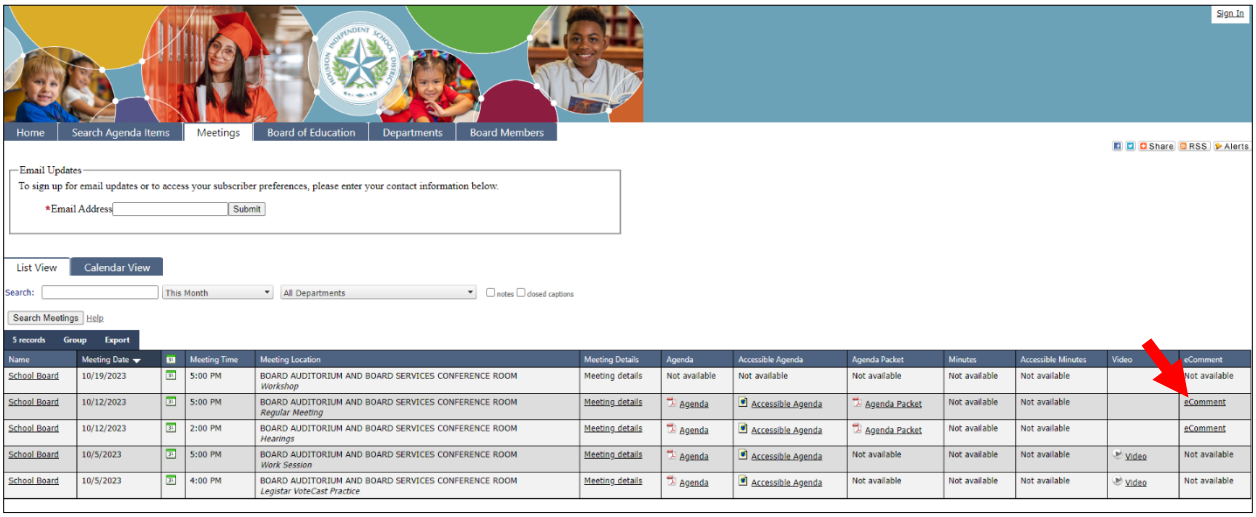
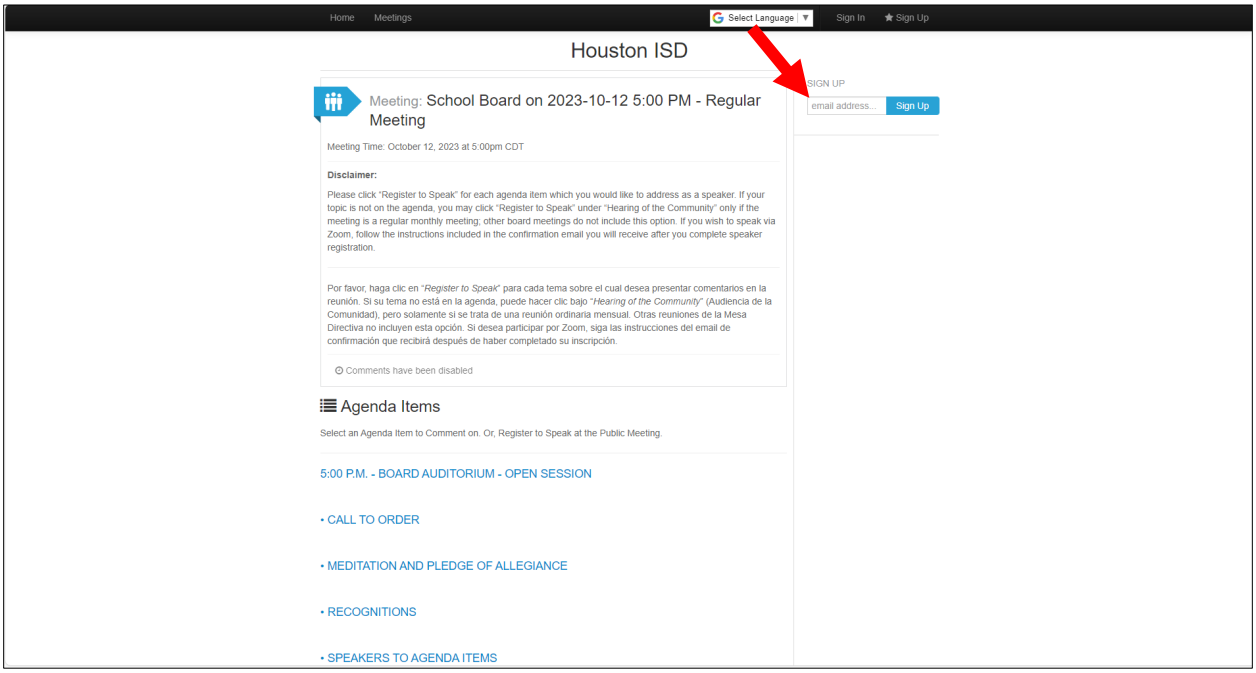
INSTRUCCIONES DE USO DE eCOMMENT

1. Busque la agenda en https://houstonisd.legistar.com/. La agenda para la reunión será publicada a más tardar al menos tres días hábiles antes de la fecha programada para la reunión.

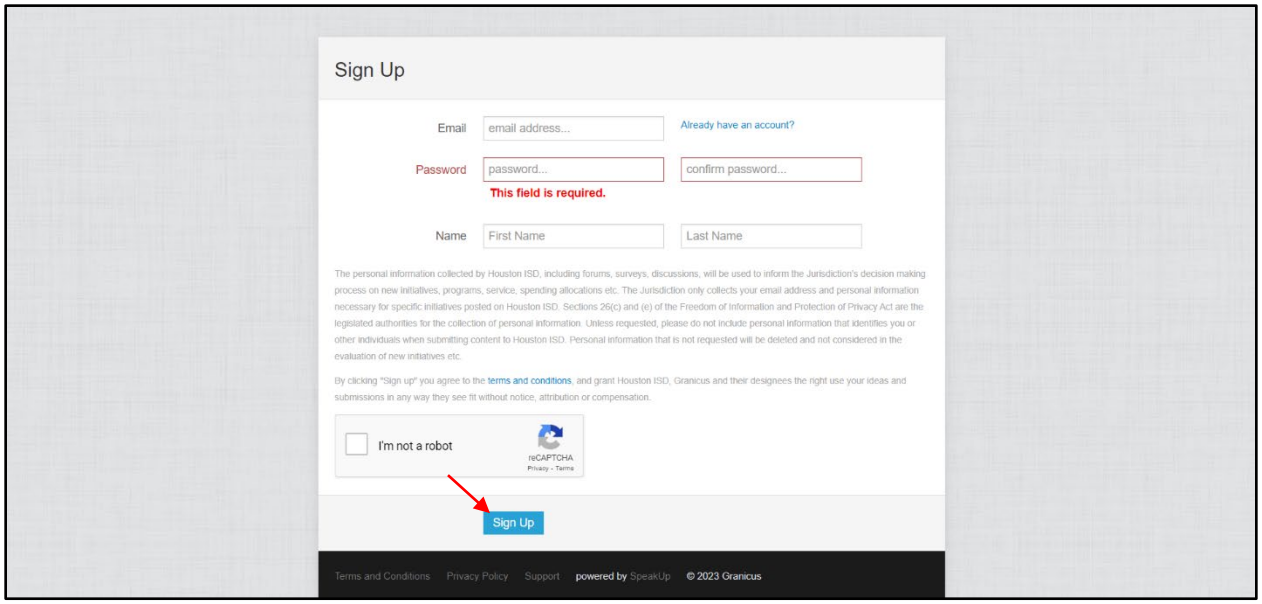
2. Haga clic en “eComment” junto a la reunión en la cual quiere dirigirse a la Mesa Directiva.



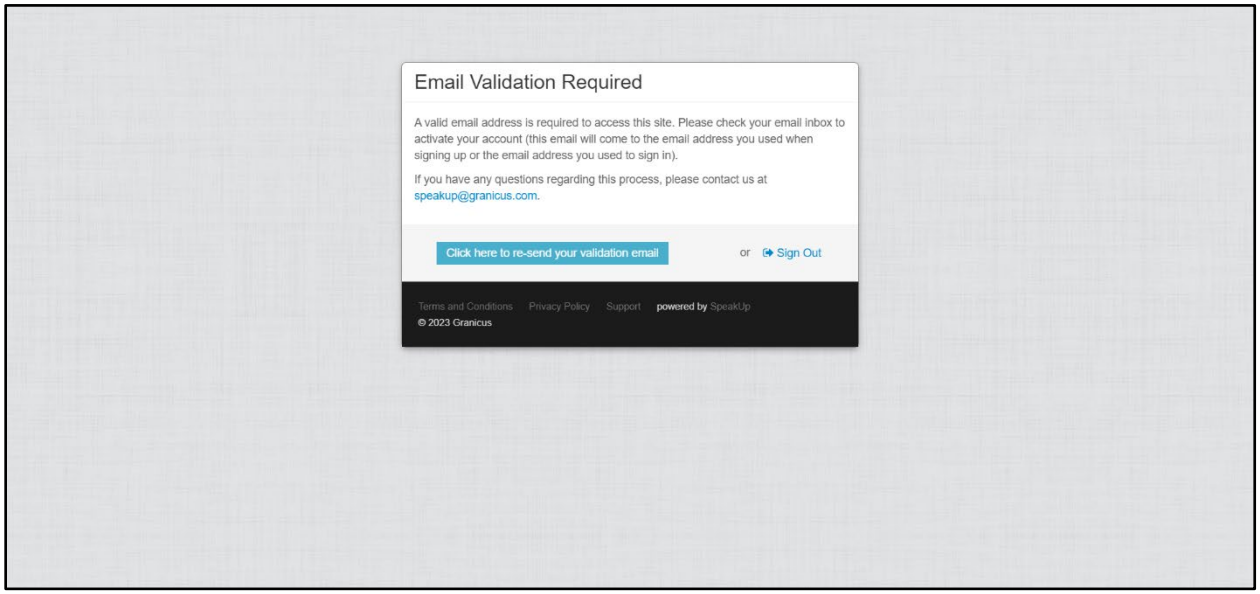
3. Si está interesado en tomar la palabra en una reunión, necesitará crear una cuenta. Para ello, ingrese su dirección de email en la casilla de “Sign Up”.



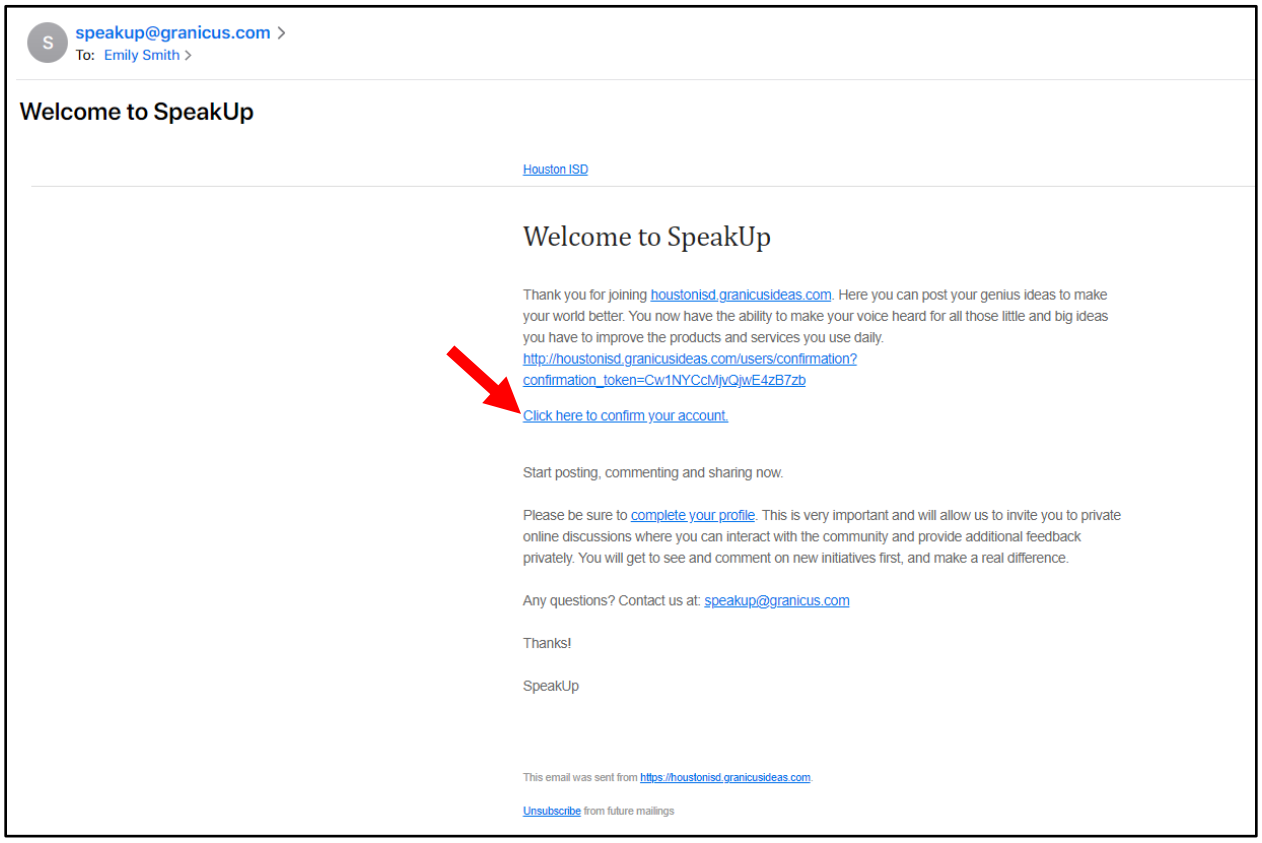
4. Luego, ingrese los datos requeridos en la pantalla y haga clic en “Sign Up”.



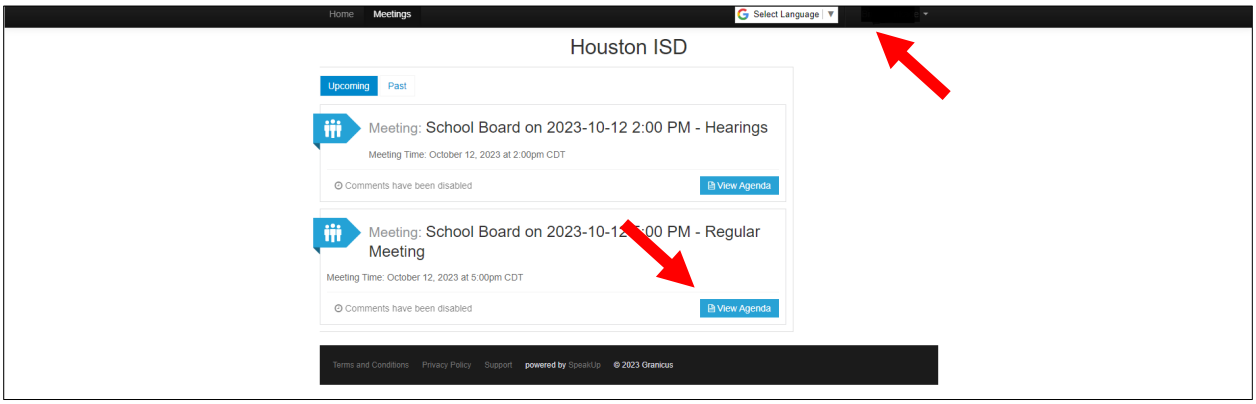
5. Cuando vea el aviso de verificación (abajo), busque el email de confirmación en su buzón de correo electrónico.



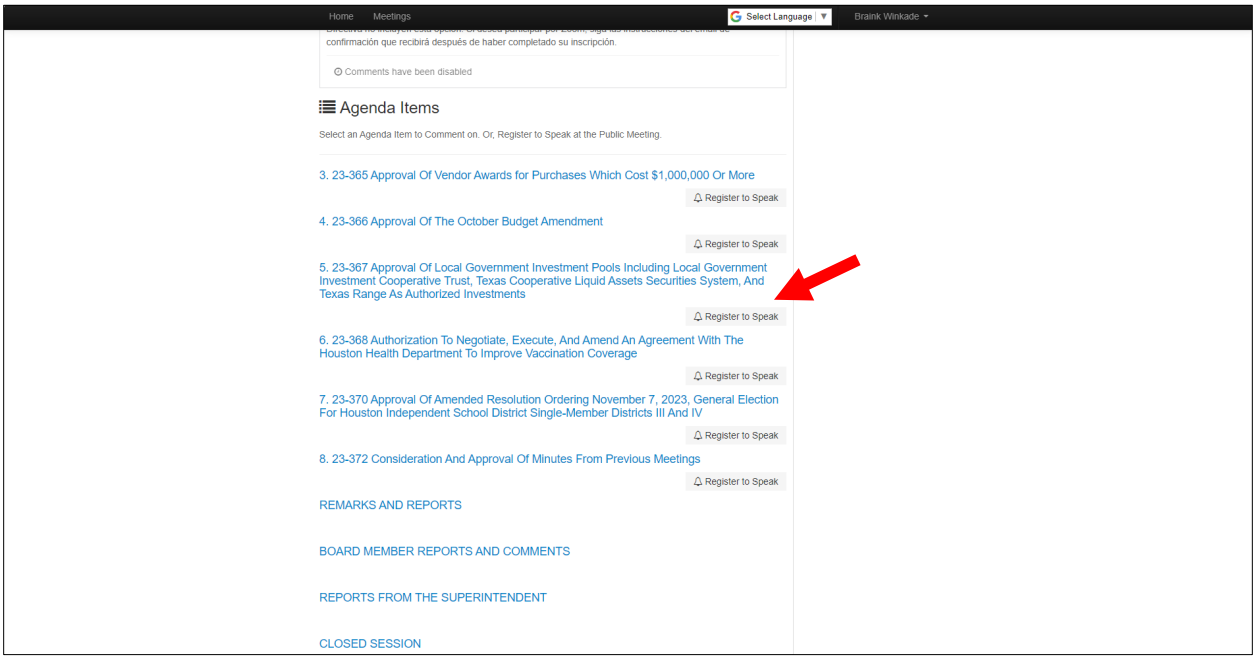
6. En el email de confirmación, haga clic en el enlace que dice “Click here to confirm your account” (Haga clic aquí para confirmar su cuenta).



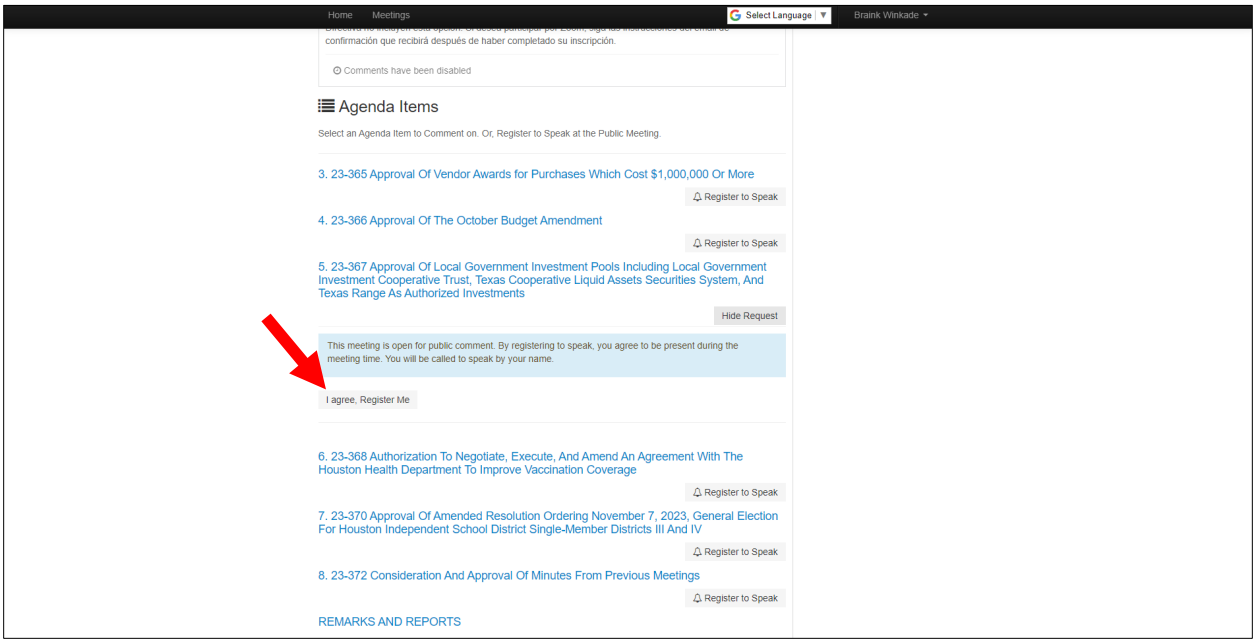
7. Regrese a houstonisd.legistar.com, confirme que ha iniciado sesión en eComment, y luego haga clic en el botón de “View Agenda” (Ver agenda).



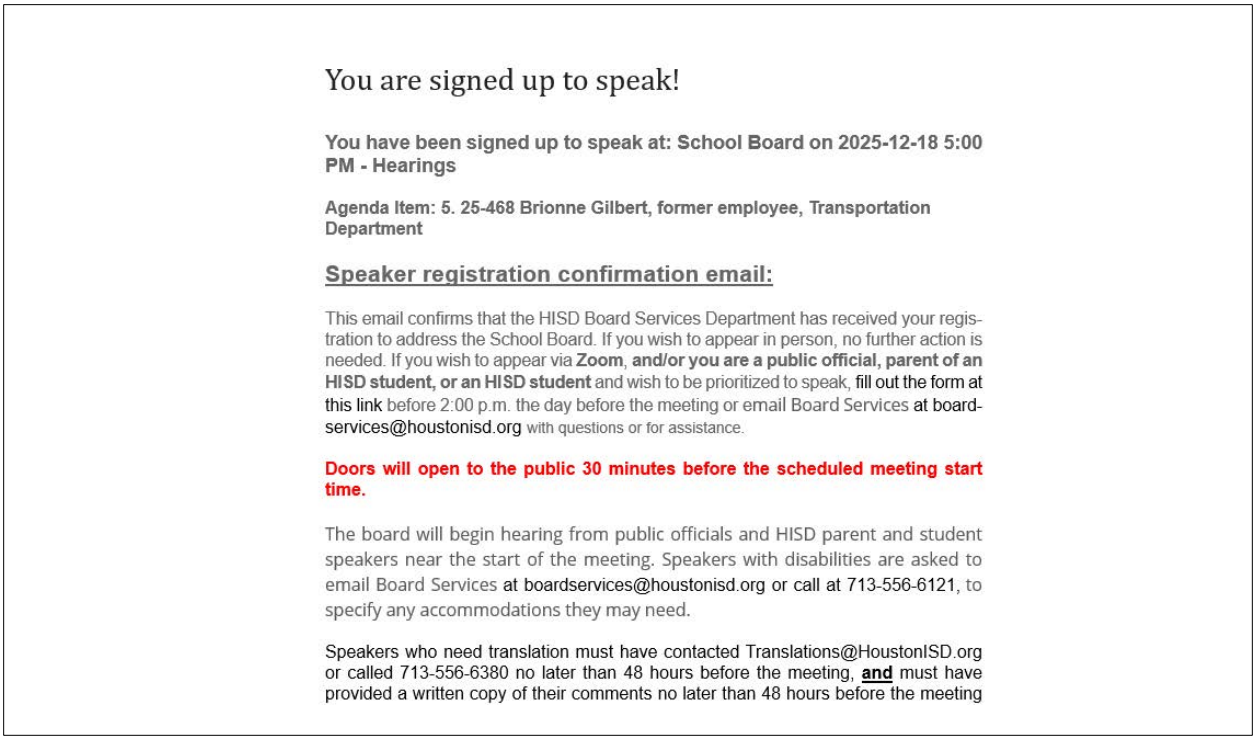
8. Verá que junto a cada tema de la agenda hay un botón de “Register to Speak” (Inscribirse para hablar). Haga clic en el botón de inscribirse para cada tema sobre el cual quiere hablar.



9. Confirme cada selección haciendo clic en “I agree. Register Me” (Estoy de acuerdo. Inscríbame).



10. Verifique haber recibido un email de confirmación para cada tema de la agenda seleccionado.



You are signed up to speak!

You have been signed up to speak at: School Board on 2025-12-18 5:00 PM - Hearings

Agenda Item: 5. 25-468 Brionne Gilbert, former employee, Transportation Department

Speaker registration confirmation email:

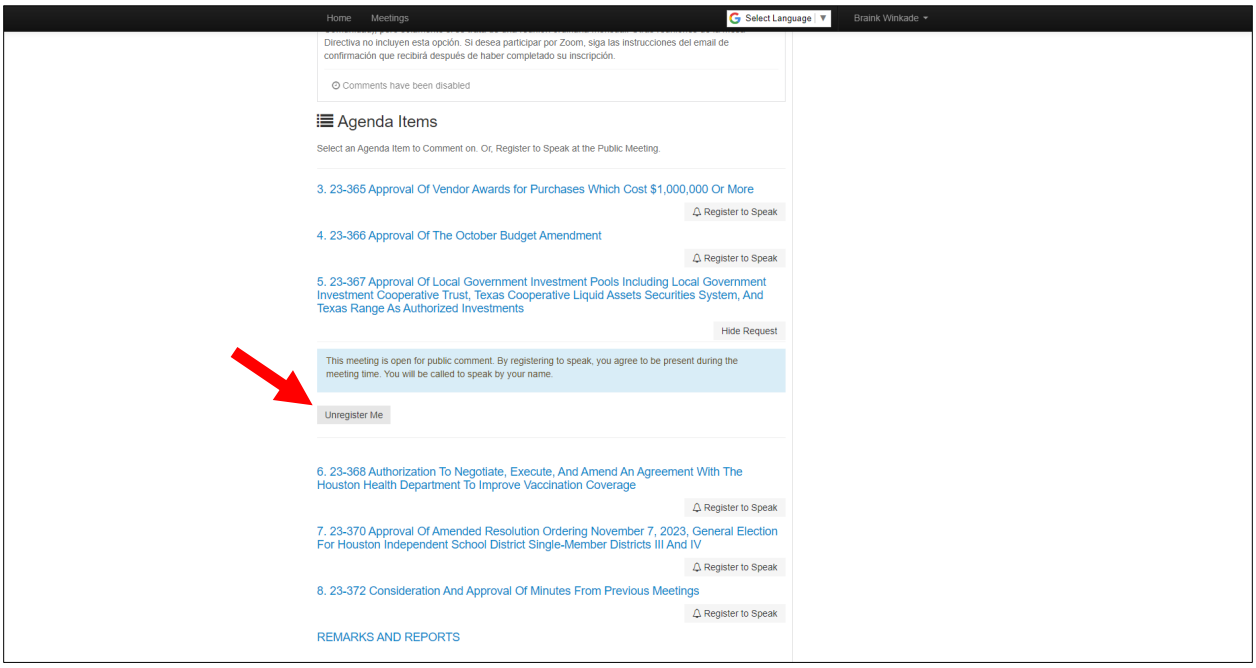
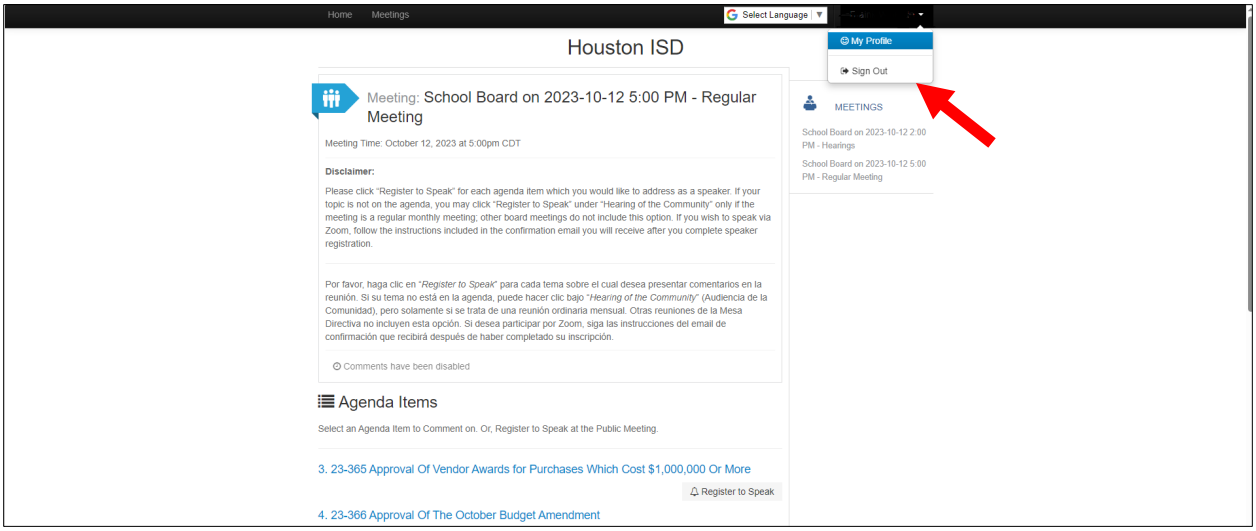
This email confirms that the HISD Board Services Department has received your registration to address the School Board. If you wish to appear in person, no further action is needed. If you wish to appear via **Zoom**, **and/or you are a public official, parent of an HISD student, or an HISD student** and wish to be prioritized to speak, fill out the form at this link before 2:00 p.m. the day before the meeting or email Board Services at boardservices@houstonisd.org with questions or for assistance.

Doors will open to the public 30 minutes before the scheduled meeting start time.

The board will begin hearing from public officials and HISD parent and student speakers near the start of the meeting. Speakers with disabilities are asked to email Board Services at boardservices@houstonisd.org or call at 713-556-6121, to specify any accommodations they may need.

Speakers who need translation must have contacted Translations@HoustonISD.org or called 713-556-6380 no later than 48 hours before the meeting, **and** must have provided a written copy of their comments no later than 48 hours before the meeting

11. Si desea cancelar su inscripción, haga clic en “Unregister Me.”



12. Cierre la sesión antes de salir del programa.