



Clarke County Board of Education Request for Public Participation in Board Meeting

The following procedures and rules apply for public participation in Board meetings:

- a. In order to permit orderly scheduling of public remarks and the inclusion of such in the agenda, anyone wishing to speak before the Board, either as an individual, or as a member of a group, should inform the Superintendent in writing of the desire to do so and of the topic to be discussed as early as possible, but in no event less than five days prior to the meeting.
- b. Any individual desiring to speak shall stand and give his or her name and the group name, if any, that he or she represents.
- c. The presentation should be as brief as possible, and in no event shall such address exceed five minutes.
- d. Speakers may make statements about their particular concern with school operations and programs. In public session, however, the Board will not hear personal complaints against particular school personnel or against any person connected with the school system. Other means are provided whereby the Board may consider and dispose of legitimate complaints involving individuals and employees within the school system.
- e. Notwithstanding the foregoing, the Board President, at his or her discretion, may allow public comments from the floor at the end of the regular meeting agenda, except comments prohibited above.
- f. The Board President may terminate the remarks of any individual when such remarks do not adhere to the above procedures, or for other good reason.

**PLEASE SUBMIT THIS FORM TO Emily Steadham (esteadham@clarkecountyschools.org)
5 BUSINESS DAYS PRIOR TO THE BOARD MEETING**

Name: _____ Group Represented: _____
(if applicable)

Street Address: _____

City: _____ State: _____ Zip: _____ Phone Number: _____

Email: _____

Topic to be Addressed: _____

I have read and agree to adhere to the Clarke County Board of Education Public Participation policy as outlined above. I understand that my presentation should be as brief as possible AND that it may not exceed 5 minutes. I also understand that the Board will not hear remarks regarding individual students or personal complaints against particular school personnel or other persons connected with the school system.

Signature

Date