



301 NORTH KILGORE STREET ~ KILGORE, TX 75662

School Board Meeting Public Comment Form

Kilgore Independent School District welcomes in-person comments during the designated Public Comment portion of its called School Board meetings.

Those who wish to speak during Public Comment at a Kilgore ISD board meeting often expect a dialogue with the Board of Trustees; however, in accordance with Texas law, audience participation at the meeting is limited to the Public Comment portion of the meeting and the School Board is not able to respond directly to comments or questions posed by speakers during Public Comment.

As outlined in KISD School Board policy BED(Local), the following guidelines and procedures will be used for the Public Comment portion of all called School Board Meetings:

- Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.
- The Board of Trustees shall allot a total of 15 minutes for the Public Comment portion of school board meetings and persons who have appropriately signed up to speak will be allotted three (3) minutes each to provide their comments to the Board. When necessary for effective management, the Presiding Officer may make adjustments to public comment procedures including time allotted to speakers and agenda item order. The Presiding Officer will invite speakers to address the Board in the order of which their completed Public Comment Form was received.
- In accordance with Texas law, the School Board is not able to respond directly to comments or questions posed by speakers during Public Comment. However, they may ask clarifying questions if appropriate.
- Speakers shall address their comments directly to the Board of Trustees.
- Speakers are not allowed to disclose personally identifiable information about students and negative comments directed at individual students or district personnel will not be tolerated.
- Texas law does not allow the Board of Trustees to discuss or take action on any issue presented during the public forum unless the item has already been posted for action on the meeting agenda.

The following information must be completed and returned to the presiding officer or designee prior to the beginning of the meeting. Information on this form is considered public information and will be reflected in meeting minutes.

Printed Name: _____

Date: _____

Address: _____

Email: _____

Comment topic you will be presenting:
