

BISD PUBLIC COMMENT GUIDELINES

ANNOUNCEMENT

Persons who wish to make public comments shall sign up on a form provided.

At times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Each participant will be limited to **five** minutes to make comments to the Board.

The Board reminds speakers that open forum is not the place to bring a complaint about a particular employee or program. The board has adopted specific policies outlining procedures for the resolution of complaints and grievances. Should I as the presiding officer, determine that the presentation is a complaint about a specific employee or employees, I will ask the person to stop speaking and use the Board's adopted complaint resolution procedures.

Audience Participation Sign-Up Sheet

Any person wishing to address the Board during the period reserved for public comment or to address an item on the agenda at a Board Meeting, must sign up to be heard, in accordance with District Policy BED (LOCAL):

1. Each participant will be limited to five minutes to make comments to the Board.
2. This comment period is not intended for the presentation of complaints, The Board will only consider complaints that remain unresolved after they have been address through proper administrative channels and when they have been placed on the agenda. For further information on those requirements, contact the Superintendent.

Please fill in the information requested below if you wish to address the board:

Name: _____

Address: _____

Telephone: _____

Select one of the following:

_____ Public Comment period

_____ Agenda Item # _____

Topic: _____
