

REQUEST TO APPEAR BEFORE THE BOARD

NOTICE

DUE TO THEIR SENSITIVE NATURE, COMMENTS OR COMPLAINTS ABOUT PERSONNEL OR INDIVIDUAL STUDENTS WILL ONLY BE HEARD IN EXECUTIVE SESSION.

“A PERSON WHO DISRUPTS THE EDUCATIONAL PROCESS OR WHOSE PRESENCE IS DETRIMENTAL TO THE MORALS, HEALTH, SAFETY, ACADEMIC LEARNING OR DISCIPLINE OF THE PUPILS OR WHO LOITERS IN SCHOOLHOUSES OR ON SCHOOL GROUNDS, IS GUILTY OF A MISDEMEANOR.” Idaho Code § 33-512 (11).

Any complaint about the District, including instruction, discipline, District personnel policy, procedure or curriculum, should be referred through proper administrative channels before it is presented to the board. All complaints should be resolved through proper channels in the following order:

1. Teacher or Staff
2. Principal or Supervisor
3. Director or Administrator
4. Superintendent
5. Board of Trustees

If these channels have been exhausted, this form should be filled out and handed to the board chairman, superintendent, or clerk prior to the beginning of the meeting.

The Board of Trustees follows a written agenda, a copy of which is available to assist you in participating in the meeting.

If you have indicated on this form your desire to speak, at the appropriate time, the chairman will announce your name.

You will have the floor a maximum of **three (3) minutes**.

The Board of Trustees encourages input from the public. If you want the Board to receive more information than time permits, please reduce your concerns to written form and send them to the Board Clerk. Written Comments must include name, address and telephone number.

All individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board Chairman.
2. Identify oneself and be brief. Ordinarily, comments shall be limited to three (3) minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than three (3) minutes.
3. The board Chairman may shorten or lengthen an individual's opportunity to speak. The Chairman may also deny an individual the opportunity if the individual has previously addressed the Board on the same subject within the past two months.
4. The Board Chairman shall have the authority to determine procedural matters regarding public participation not otherwise defined in board policy.

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NAME _____

ADDRESS _____

REPRESENTING _____

Brief Description of Reason to Appear Before the Board _____

Date: _____

Policy History:

Adopted on: 7/15/09

Revised on: