



Request to Address the School Board

According to School Board Policies 206 & 207, if a citizen wishes to speak to the School Board about an agenda item, the Superintendent's office must be notified. For all other purposes, citizens must complete the 'Request to Address the School Board' form, which must be submitted in person or email to the School Board Clerk, or other designee, any time up to ten (10) minutes prior to the start of the School Board meeting.

Name: _____

Residence (city only): _____

Date: _____

Phone Number: _____

**This will only be used for follow-up to your shared issue/concern.*

Please specifically state your purpose for addressing the School Board.

Have you previously contacted a School Board member and/or school employee about this issue/concern? (Circle One) YES NO

If so, please state name of board member/school employee: _____

If proper procedures have been followed and the School Board Clerk, or other designee, has determined that proper communication channels have been followed, your request will be submitted to the Board Chair. The Board Chair will then call you by name, state the purpose of your address, and invite you to the podium during the scheduled time for open forum/public comments.