Request to Speak-Board and Committee Meetings

We value and appreciate your attendance and participation.

Before the meeting please fill out a REQUEST TO SPEAK FORM to address the Board.

1. Fill out the requested information below.
2. Submit completed form to the Board’s Administrative Assistant.  
   AdminAssistant@bdchsboard.org
3. Speakers are limited to 3 minutes each unless otherwise approved by the Board Chair or Committee Chair.
4. Concerns regarding the administration, teachers, staff, or students should be addressed privately with the Principal before being presented to the Board.
5. Concerns that have already been discussed or reviewed by the Principal but need further consideration or have not been resolved may be presented to the entire Board for discussion with the approval of the Board Chair and Principal.

Procedures:

• You will be called to speak at the designated portion of the regular Board meeting by the Board Chair or Committee Chair.
• Speakers are limited to 3 minutes each. Persons sharing common concerns should select a spokesperson from their group to address the Board or committee.
• When there are a large number of speakers, the Chair may shorten the time.
• Irrelevant or redundant presentations may also be ruled out of order.
• The Board will review and discuss concerns or information and may defer the matter to a later meeting or refer the matter to a Board Committee.
• The Board Chair will speak for the full Board after a decision or vote has been taken.
• The need for further action on a specific issue that has not been resolved will be addressed by the Board and the Principal

Request to Speak Form

Name/s: ___________________________________________ Meeting Date: ____________________

Employee: _____  Student: _____  Parent: _____  Guests: _____

Contact Information: ________________________________________________________________

Purpose (Agenda Item) : ______________________________________________________________

Signature: ________________________________________________________________________