



San Benito Schools – A Consolidated Independent School District

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Board of Trustees

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SCHOOL BOARD MEETING PUBLIC PARTICIPATION REQUEST FORM

The undersigned wishes to address the San Benito CISD Board of Trustees and, by his/her signature, shows unto the Board that he/she understands the following provisions to addressing the Board.

The person(s) wishing to address the Board of Trustees:

- Shall sign up with the presiding officer or designee before the meeting begins;
- Shall state their full name and what organization or group, if any, is being represented;
- Shall indicate the topic about which they wish to speak;
- Shall refrain from commenting directly on any individual employee or public official by name but may refer to a specific employment area, job title, or the Board as a whole; and
- Shall refrain from attacks on individuals.

The person(s) wishing to address the Board of Trustees should do so in accordance with the following **San Benito CISD Board Policy BED** (Board Meetings: Public Participation) guidelines:

- No presentation shall exceed three (3) minutes.
- Delegations of more than five (5) persons shall appoint one (1) person to present their views before the Board.
- Presentations shall be informative and shall pertain to school-related issues.
- Any attack on an individual shall be considered a disruption of the meeting.
- The Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.
- The Superintendent shall have the authority to determine which portion of the public participation, if any, will be rebroadcast through the District's public access television station.

Name of Individual Making Request: _____

Mailing Address: _____

Telephone Number: _____

Group Being Represented: _____

Topic(s): _____

Signature of Individual Making Request: _____

Date: _____ Time: _____