

Each individual wishing to be placed on the agenda must complete a Request To Be Placed On Agenda form, which can be obtained at the office of the superintendent. The request must be submitted to the superintendent's office at least five school days prior to the regular meeting. The written request shall include the name of the individual completing the request form and shall state clearly the problem and/or reason for requesting a place on the agenda. The spouse of the individual completing the Request To Be Placed On Agenda form will not be required to complete a separate form if desiring to address the Board relevant to the same issue.

In order that meetings may be conducted more efficiently and expeditiously, only those who have personally completed the Request To Be Placed On Agenda form (and spouse as applicable) will be recognized by the Board president unless the agenda has been altered at the beginning of the meeting.