

McKenzie Special Board of Education

Request to Address the Board

1.404.1

1 If an individual wishes to address the Board on an item on the agenda, he/she may sign up on the form
2 provided before the beginning of the board meeting to request time to speak.

3 Individuals speaking to the Board shall address remarks to the chair and may direct questions to
4 individual board members or staff members only upon approval of the chair.

5 Each person speaking shall state his/her name, address, and subject of presentation. Remarks will be
6 limited to **five (5) minutes**.

7 Groups wishing to appear before the Board shall select only one (1) individual to speak on the group's
8 behalf.

9 Fill out the below information. Return this form to the Director of Schools or board of education
10 secretary.

11 Name: _____

12 Address: _____

13 Phone: _____

14 E-mail (optional): _____

15 Subject of Interest: _____

16 _____

17 _____

18 _____

19 _____
20 *Signature of Requestor*

Date of Request