

**Brookings-Harbor  
School District 17C**

Code: **BDDH-AR**  
Revised/Reviewed: 10/22/03; 10/16/13; 3/07/18  
Orig. Code(s): BDDH-AR

**Public Participation in Board Meetings**

Please complete this form if you wish to address the Board during the “Citizen Input” section of tonight’s Board meeting. Place the completed form in the box on the informational table before the start of the meeting. We will use the submitted forms to determine which people to call to the podium to address the Board, following the order in which forms are received at each meeting.

A reminder that members of the public are asked to please limit their remarks to three to five minutes, unless an extension of time is granted by the Board chair for a person wishing to speak on behalf of others also in attendance at the same Board meeting.

Please keep in mind that reference to a specific employee or group of employees, is prohibited in Board policy BDDH - Public Comment at Board Meetings:

“Comments Regarding Staff Members - Speakers may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a legitimate complaint involving a staff member. The association contract governing the employee’s rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, his/her supervisor and the Board.”

For more information about general rules and procedures pertaining to Brookings-Harbor School District 17C Board meetings, please refer to the brochure on this topic available at the information table. Thank you for your cooperation!

Date of Board Meeting: \_\_\_\_\_

Name: \_\_\_\_\_

Representing (group name, if applicable): \_\_\_\_\_

Telephone Number (optional): \_\_\_\_\_

Topic or agenda item you wish to address: \_\_\_\_\_

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The Board and administration are always interested in new ideas and suggestions for how to improve the Brookings-Harbor School District 17C. If you would like to share an idea or suggestion with us, in addition to the comments you were already planning to present at tonight’s meeting, please use the bottom portion of this form (and the back if needed) to share your idea in writing.

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Thank you for your input!