



NEWBERG SCHOOL BOARD PUBLIC COMMENT

To make a comment or present a topic during public comment, if the opportunity is available on the Board agenda, please complete the Intent to Speak card and submit it to the Board secretary prior to the start of the meeting. An individual that has submitted an Intent to Speak card and has been invited to speak by the Board chair, will be allowed [two] minutes.

Any person, who is invited by the Board chair to speak to the Board during a meeting, should state his/her name and address and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

Please keep in mind that reference to a specific employee or group of employees, is prohibited as follows:

Comments Regarding Staff Members

Speakers may offer objective criticism of district operations and programs. The Board shall not hear comments regarding any individual district staff member. The chair shall direct the visitor to the procedures in Board policy KL-Public complaints for Board consideration of a legitimate complaint involving a staff member. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee

INTENT TO SPEAK

The Board welcomes your input. Please submit this completed card to the Board secretary prior to the start of the meeting.

Name: _____ **Phone:** _____

Address: _____

Email (Optional): _____

Topic or comment to be presented (brief description): _____

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public and Student Complaint Procedure. A hearing conducted before the Board regarding personnel shall take place in an executive session.

The Board requests that a topic or comment is limited to two minutes or less.