

**CALDWELL COUNTY BOARD OF EDUCATION
"PUBLIC COMMENT" REQUEST FORM**

**REQUESTS MUST BE MADE TO THE SUPERINTENDENT'S OFFICE
PRIOR TO 3:30 PM ON THE DATE OF THE MEETING**

NAME _____ PHONE _____

ADDRESS _____ ZIP _____

DATE OF MEETING _____

SPECIFIC AGENDA ITEM TO ADDRESSED _____

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AS A PERSON INTERESTED IN ADDRESSING THE CALDWELL COUNTY BOARD OF EDUCATION ON THE SPECIFIC AGENDA ITEM IDENTIFIED ABOVE, I HEREBY AFFIRM THAT I:

- HAVE MADE MY REQUEST TO THE BOARD SECRETARY (SUPERINTENDENT'S OFFICE) PRIOR TO 3:30 PM ON THE DATE OF THE MEETING,
- HAVE REPORTED TO THE BOARD MEETING ROOM BY 5:45 PM,
- WILL SPEAK ONLY ON THE SPECIFIC AGENDA ITEM DESIGNATED ABOVE,
- WILL LIMIT MY REMARKS TO NO MORE THAN 3 MINUTES, UNDERSTANDING THAT THE BOARD WILL GENERALLY ALLOW A MAXIMUM OF 20 TOTAL MINUTES FOR PUBLIC COMMENT,
- UNDERSTAND THAT I MAY PROVIDE THE BOARD WITH WRITTEN MATERIALS BEFORE, DURING, OR AFTER THE PRESENTATION,
- SHALL REFRAIN FROM TALKING ABOUT SCHOOL PERSONNEL OR MAKING PERSONAL REFERENCES,
- WILL DESIGNATE SOMEONE TO SPEAK IF A LARGE GROUP WANTS TO ADDRESS THE SAME ISSUE,
- ACKNOWLEDGE THAT REQUESTS TO SPEAK WILL BE HONORED IN THE ORDER RECEIVED, AND;
- THAT I WILL BE UNABLE TO SPEAK SHOULD THE DESIGNATED TWENTY MINUTES FOR PUBLIC COMMENT EXPIRE BEFORE IT IS MY TURN.

SIGNATURE

DATE