

BOARD MEETINGS  
PUBLIC PARTICIPATION

BED  
(EXHIBIT)

See the following pages for forms for addressing audience participation at Board meetings:

Exhibit A: Form for Public to Register to Speak in Open Forum

Exhibit B: Statement for Introducing the Public Comments Segment of a Board Meeting

BOARD MEETINGS  
PUBLIC PARTICIPATION

BED  
(EXHIBIT)

HENDERSON ISD

BOARD OF TRUSTEES

MEETING TYPE \_\_\_\_\_

DATE \_\_\_\_\_

REGISTER OF GUESTS

NAME	REPRESENTING (If Other Than Self)	If Wishing to Address Board List Topic

HENDERSON ISD  
STATEMENT FOR INTRODUCING THE PUBLIC COMMENTS SEGMENT OF A BOARD  
MEETING

“The Board encourages comments from citizens of the District or from District employees. Individuals, who signed the register to speak, will be called upon at this time in the order in which the names were signed on the register. The Board asks that comments pertain to public education and be no longer than 5 minutes per individual. Groups of 5 or more individuals wishing to speak on a common subject must delegate one spokesperson to present their views before the Board.

“Remember that the Board may not discuss or act upon any issues that are not posted on our agenda. If an issue mentioned is listed on tonight’s agenda, the Board will defer discussion of the issue until the appropriate time during the meeting.

“In addition, the Board has adopted complaint policies that are designed to secure, at the lowest administrative level, a prompt and equitable resolution of complaints and concerns. Complaints brought by students or their parents may be heard in accordance with policies FNG(LEGAL) and FNG(LOCAL); by employees, in accordance with policies DGBA(LEGAL) and DGBA(LOCAL); and by citizens, in accordance with policies GF(LEGAL) and GF(LOCAL). Each of these processes provides that, if a resolution cannot be achieved administratively, the person may appeal the administrative decision to the Board as a properly posted agenda item.

“Copies of our District policies on public participation in meetings and filing complaints are available from the Henderson ISD website or from the Superintendent’s Office.”