

# CITIZEN INPUT

## Procedures for Addressing the Suwannee County School Board

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We're glad you took this opportunity to attend a meeting of the Suwannee County School Board. We welcome your input. Citizen involvement is crucial to the success of our public school system. All of us must work together for the benefit of our children.

**If you wish to address the Board**, there is an opportunity to do so before the regular business meeting begins. It is listed on the agenda under "Citizen Input." **Speakers are asked to complete the Citizen Input Form prior to addressing the Board.** Each speaker may be asked to voluntarily state his or her name and address for the record. Speakers are to keep their comments to two (2) minutes. The "Citizen Input" forum provides citizens the opportunity to share information with the Board regarding items that are on the meeting agenda. In keeping with Florida's Sunshine Law, the Board can take official action **only** on those items legally noticed and listed for Board action on the meeting agenda.

The Board meeting is not the appropriate forum for presenting complaints or charges against individual employees of the school system. Any charges of a serious nature against any individual should be submitted in writing to the Superintendent.

The School Board encourages you to work directly with teachers and/or educational leaders whenever possible. If you still have concerns following a conference with appropriate personnel, you may contact the Superintendent's Office at (386) 647-4600, and you will be directed to the district staff member best able to address your concerns or given the opportunity to discuss your concerns with the Superintendent.

**(FORM TO BE COMPLETED ON BACK)**

SCSB # 7200-089

Adopted 12/19/06

Revised 11/22/11, 11/19/2013, 11/14/2017, 07/27/2021

# SUWANNEE COUNTY SCHOOL BOARD

## CITIZEN INPUT FORM

### School Board Meetings

The public is invited and encouraged to attend School Board meetings. Meetings are held at 6:00 p.m. on the fourth Tuesday of each month, unless otherwise approved and properly posted. Meetings are normally held in the School Board Meeting Room of the District Office, 1740 Ohio Avenue, South, Live Oak, Florida. Special meetings are scheduled as needed.

### If you wish to speak to the Board

If you wish to speak about a subject that is on the agenda, complete the form below, list the subject, along with the Agenda Item Number, and submit this form to the Secretary to the Superintendent/School Board **prior** to the beginning of the meeting. You will be called on by the Chairperson at the appropriate time. **Presentations are limited to two (2) minutes.**

DATE \_\_\_\_\_

I WISH TO ADDRESS THE SCHOOL BOARD REGARDING:

\_\_\_\_\_ Agenda Item # \_\_\_\_\_ concerning: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REPRESENTING: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell)

SCSB # 7200-089 Rec'd: (Date) \_\_\_\_\_ (Time) \_\_\_\_\_ (Order) \_\_\_\_\_

Adopted 12/19/06 Action/History: \_\_\_\_\_

Revised 11/22/11, 11/19/2013, 11/14/2017, 07/27/2021 \_\_\_\_\_