



## Board Meeting Public Participation Application, Acknowledgement and Consent

Application Date \_\_\_\_\_

- Before addressing the Board, individuals are urged to seek a satisfactory solution to their concerns by following the proper staff and administrative channels.
- Individuals wishing to speak may submit this request in writing to the Board Office via letter, fax, or e-mail no later than 12:00 noon on the day of the Board Community Meeting. Such request shall include the individual's name, address, topic to be addressed, previous steps taken to resolve the concern (if applicable), and the group (if any) that the individual is representing. If an individual is unable to attend the meeting after signing up in advance, he/she may appoint a substitute speaker by calling the Board Office by noon on the meeting day.
- In addition, speakers may complete this form in person between 4:20 and 5:30pm on the day of the meeting. The form must be completely filled out.

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

Meeting Date: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

TOPIC TO BE ADDRESSED: (Be clear, specific, and concise) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PREVIOUS STEPS TAKEN TO RESOLVE THE CONCERN: (If yours is a concern or complaint) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAME OF THE GROUP YOU ARE REPRESENTING: (If any) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

SPECIAL REQUESTS: (Related to time allotment, subject matter, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I *acknowledge* that I have reviewed a copy of the Board Policy (Descriptor Code BCBI) including the LPA Civility Policy, which governs my participation in Public Comment during the Governance Board Meeting. I *agree* to abide by all provisions and requirements therein and hereby affix my signature as *consent* thereto. I further *acknowledge* that there is a time limit of 3 minutes imposed on each speaker during Public Comment and I *consent* to complying with this rule.

PRINTED Name: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_