



Independent School District

Board of Trustees

Participation Request Form

Trustees of the Royal Independent School District welcome and encourage public participation and attendance at their regular monthly meetings. We have set aside 30 minutes of our regular meetings to hear public comments. Trustees ask that you express your concerns through appropriate administrative procedures before making a presentation to the board. The receptionist can help you with those procedures.

Please complete this form and turn it in to the receptionist if you wish to speak to the Board.

Please refrain from using names of students, staff and trustees, and limit your comments to no more than 3 minutes. Delegations of more than 5 should appoint one person to speak for the group. During the meeting, we ask that you limit your participation to the public comments portion of the meeting unless the board president recognizes you.

The Board may not deliberate or take action on any subject discussed during the public comments section that is not on the agenda. The board president reserves the right to deny an individual's request to speak before the board if he/she determines that the request could be more appropriately addressed through other administrative procedures, is covered by other District policy or that the individual making the request has exhausted the topic during previous Board meetings. We appreciate you being in attendance and for your efforts in helping us make the best use of our time by conducting an orderly meeting.

Please complete the items below:

Name	_____	Phone	_____
Date	_____		_____
Address	_____	Email	_____
	_____		_____

Topic of your presentation:

Sincerely,
Elton Foster, Board President