

PLEASE INCLUDE YOUR COMPLETE ADDRESS

Sign-in Sheet for Citizen Inquiries (_____)

WELCOME TO THE BOARD OF TRUSTEES' MEETING! Approximately 20 minutes of each regular meeting will be allocated to citizen inquiries. After registering with the board secretary prior to the meeting, a Klein ISD employee, resident, vendor or potential vendor shall have an opportunity to address the Board of Trustees for the four specific purposes as dictated by the state laws governing open meetings: 1) to discuss an item that appears on the agenda/notice of meeting, 2) to make a request for specific factual information, 3) to ask for a recitation of existing policy, and 4) to redress grievances. In accordance with the law, no deliberation, discussion, or decision will be made other than to consider a proposal to place the subject on the agenda for a subsequent meeting, unless the subject is listed on the board agenda, in which case it may be discussed by the Board. A written response/acknowledgement will be provided. **Oral comments are limited to five minutes in length, unless extended by a majority of the trustees, and must not mention any individuals by name or position or contain any personally identifiable reference.**

Purpose (Please check the appropriate item):

_____ (1) Agenda Item _____ (2) Information Request _____ (3) Recitation of Policy _____ (4) Redress grievance

Category of Citizen Inquiry (Please check the appropriate item):

_____ (1) KISD Employee _____ (2) KISD Resident _____ (3) KISD Vendor _____ (4) Potential Vendor _____ (5) None

Topic: _____

Please check all of the items that apply to you:

- 1. _____ Speaking for myself alone
- 2. _____ I am an official representative of a group or organization:
 Name of organization _____ My title _____
 Group/organization does _____ does not _____ have a written constitution
- 3. _____ Represent a commercial enterprise:
 Name of company _____ My title _____
 Type of business _____
- 4. _____ Live in the KISD
- 5. _____ Have children attending the KISD this year
- 6. _____ Am a KISD employee

PLEASE INCLUDE YOUR COMPLETE ADDRESS

Name (Please Print) _____

Address _____

Telephone _____

City _____ Zip _____