

SCHOOL OF SCIENCE AND TECHNOLOGY

WELCOME TO THE BOARD OF DIRECTORS MEETING

The board values public comment on educational issues and recognizes the importance of involving school community members in its meetings.

Who can address the board?

To permit fair and orderly expression of public comment, the board normally provides a period early in each meeting when students, residents and employees of the district, and parents or guardians of students currently enrolled in the district, may make comments on non-agenda issues and agenda issues. A representative of a firm eligible to bid on materials or services solicited by the board also may express opinions related to those purchases.

How do I sign up to address the board?

Patrons who wish to be heard by the board must complete all areas of the attached form. The completed form is to be submitted to Yvette Alvarez, in person, or via email at yalvarez@ssttx.org, or via fax at (210) 783-1752. Requests to address the Board must be received at least 24 hours prior to the start of the meeting.

What happens during the board meeting?

The president normally will call on speakers at the time established in the agenda, and in the order in which fully-completed forms are received, unless the president, with the consent of the board, determines another method.

When recognized, patrons proceed to the front of the room so their comments can be heard by the board members. **Remarks are limited to five (5) minutes for non-agenda items, and (10) minutes for agenda items. Organizations should choose one (1) representative to speak on their behalf. Organizations' representatives will limit themselves to ten (10) minutes.**

What doesn't happen during the board meeting?

Public comments are an opportunity for the Board of Directors to listen to district patrons. The board does not respond to

comments or attempt to answer questions on issues that are not posted on the agenda during the public comment time. Please check the response box on page two if you would like a follow-up response.

The board values and welcomes civil, respectful statements and clear, concise communications that inform its deliberations, mission and vision. Negative assertions about an individual's character or motives do not serve this end. During public comments, speakers should refrain from repetitious, profane or irrelevant comments. The board as a whole shall determine the appropriateness of comments.

Individuals with disabilities

Individuals with disabilities who may need a modification to participate in a meeting should contact Yvette Alvarez at yalvarez@ssttx.org no later than three (3) working days before a regular meeting and as soon as possible in advance of a special meeting so arrangements for modifications can be made.

Board meeting schedule, agendas and minutes

Regular board meetings are generally held monthly at 6:00 p.m. at Central Office at 5300 Wurzbach Rd., Suite 800, San Antonio, TX 78238.

Each regular board meeting agenda is posted on the district web site at least three days prior to the regular board meeting; the agenda for each past meeting is also on the website.

In addition to speaking at a board meeting, you may contact the board by sending an email to Yvette Alvarez at yalvarez@ssttx.org, or by writing to:

School of Science and Technology
Board of Directors
5300 Wurzbach Rd., Ste. 800
San Antonio, TX 78238

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Please provide your written comments to the board here.
Thank you for contributing to the board’s public involvement efforts.

If you would like to address the board, please provide the information on this form, sign the bottom, and return this page to Yvette Alvarez at yalvarez@sstx.org.

I wish to address the board during the public comment time regarding a topic **not** on the agenda: _____

I wish to address the board during the public comment time regarding the agenda item entitled: _____

I am an employee of the district at _____

I have a student enrolled at _____

I have a business relationship with the district.

Name of business: _____

Service Provided: _____

Name: _____

Address: _____

Phone: _____

Email: _____

I have read and will abide by the instructions for public comment.

_____ *Signature*

_____ *Date*