



**MOUNTAIN HOME SCHOOL DISTRICT NO. 193
MOUNTAIN HOME, IDAHO 83647**

**PUBLIC INPUT REQUEST TO ADDRESS BOARD OF
TRUSTEES FORM**

Important: Before filling out this form, please use the checklist on the reverse side of this form to verify that all steps in the protocol have been followed.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

SUBJECT to be presented: _____

Please attach a brief written outline if necessary.

PLEASE NOTE: Inasmuch as the school board agenda is usually quite full:

- Speakers are asked to limit their presentations to three minutes as directed by the board chairperson. The clerk will signify the two-minute mark during the presentation.
- Any group of persons wishing to speak to the board about the same issue or topic should select one spokesperson to represent them.
- Speakers will be respectful; no offensive or inappropriate comments or language.
- The board reserves the right to limit the total time provided for discussion of a situation or topic.
- Speakers must be legal residents of the Mountain Home School District or be a firm eligible to bid on materials or services solicited by the board.

COMPLETE OTHER SIDE OF THIS FORM

MHSD Protocol Checklist

1. Have you tried to come to a resolution with the staff member closest to the problem?
 Yes Date _____
 No

2. Have you discussed and tried to resolve the issue or problem with the principal or immediate supervisor?
 Yes Date _____
 No

3. Have you tried to resolve the issue or problem with the Director of Elementary Programs or the Director of Secondary Programs?
 Yes Date _____
 No

4. Have you met with the superintendent to try to resolve this issue?
 Yes Date _____
 No

5. Attach the written request asking to be placed on the agenda.

Signature: _____

Date: _____