Educational Support Center
321 E Main St
Chanute, KS 66720-1836

620-432-2500

INTENT TO ADDRESS THE BOARD

WELCOME:
Pursuant to the Kansas Open Meetings Act (K.S.A. 75-4317, *et seq.*), the public has the right to attend and observe the meetings of the Board of Education. However, citizens may speak and participate in meetings only to the extent allowed by the Board of Education. **Prior to being allowed to address the Board, this form must be completed and given to the Board Clerk no later than 4:30 p.m. on the Monday before the meeting.** Your comments may not exceed five (5) minutes. Public comments should be directed toward board policies and administrative procedures and should be respectful. Failure to observe the requirements set out in this form may result in loss of the privilege to address the Board at this and future meetings.

PLEASE PRINT:

NAME: (Mr./Ms./Dr./Rev.) David Seibel DATE: 11/20/26

ADDRESS: [redacted]

TELEPHONE:

TOPIC YOU WISH TO ADDRESS (BE SPECIFIC): ☐ Item on the Agenda ☒ Item Not on the Agenda

Establishing Clear Expectations for Coach Communication, Professionalism and Accountability

I AM ASSOCIATED WITH USD 413 AS FOLLOWS (CHECK ALL THAT APPLY):

Employee X Student X Parent/Guardian X Grandparent ____ Patron/Taxpayer X

I have read the requirements for speaking to the Board of Education and hereby agree to comply.

D. C. A, DPT
Signature

RULES FOR THE OPEN FORUM

1. Patrons may speak to the Board on any item on the agenda of a board meeting or on other items of concern to the school district, provided she/he has completed and signed an "Intent to Address the Board" form specifically identifying the subject matter of the concern and properly filed it with the Board Clerk. This can be returned in person to 321 E. Main St. or emailed to boardclerk@usd413.org.
2. Each patron will be limited to one appearance not to exceed five (5) minutes. Patrons may not defer their time to another patron. Public communications will be limited to a cumulative total of 30 minutes, unless the time period is extended by the board. In the event that more than six persons wish to speak, the president shall determine the time allocations for each.
3. Allegations or complaints against individual employees or students will not be allowed at an open public meeting and public communications shall be respectful. Complaints about individual employees will be referred to the Superintendent for investigation and resolution.
4. Failure to observe the requirements of this policy may result in loss of the privilege to address the Board.