

NORTH EAST SCHOOL DISTRICT

50 East Division Street, North East, PA 16428
(814) 725-8671



PUBLIC PARTICIPATION IN BOARD MEETINGS
PUBLIC COMMENT FORM

Any resident or taxpayer of North East School District wishing to comment at a public school board meeting must register intent to participate with the Board Secretary or designee. Please complete the information below and email to adminoffice@nesd1.org.

Name:		Phone:		Email:	
Address:					
Specific Topic of Comment:					
Could your concern be considered a personnel or a student matter? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(Concerns regarding a particular employee or student should be addressed under Board Policy 906; see below.)</i>					

Please note that general comments regarding Board policy, district procedures, programs, personnel, operations or facilities should follow established procedures as outlined in **Board Policy 906 – Public Complaint Procedures**, beginning with an informal, direct discussion between the complainant and the appropriate district employee. If satisfactory resolution is not achieved at the first or second levels of the established complaint procedures, the matter may then be referred to the Board.

If the subject of your comment involves a concern with the District or its employees, have you attempted to resolve the matter with:			
The Employee(s) in question?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
The Building Principal or Supervisor where the issue exists?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
The District Superintendent?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
If you answered "No" to any of the above questions, please follow the chain of command as detailed in Policy 906. <input type="checkbox"/> Not a complaint or problem with the District or its Employees			
The North East Board of School Directors desires that your concerns be addressed quickly and fairly at the appropriate administrative level. If you have answered "Yes" to all of the above, or if your comment is not regarding a complaint or problem with the District or district employee(s), please briefly state your issue below and return this form either in person to the Superintendent's office or via email to adminoffice@nesd1.org prior to the public board meeting.			

Thank you for your time and interest in the North East School District.