

# **PALM BAY EDUCATION GROUP, INC.**

## PUBLIC ATTENDANCE & AGENDA ITEMS

It is the policy of the Board of Directors to encourage attendance at any of our meetings by interested citizens. If an individual wishes to address the Board of Directors at a public board meeting, the individual wishing to be recognized and given an opportunity to speak shall notify a Board member or staff member prior to the beginning of the meeting. A "Request to Address the Board of Directors" card will be filed out with the individual's name, address, date, and the item to which the individual wishes to speak, and the card should be returned to the Board Chairman or designated staff member prior to the commencement of the meeting. Individuals wishing to speak on Agenda Items will be invited to do so at the time set aside at the beginning of the meeting for public comment on agenda items. Individual wishing to speak on Non-Agenda Items will be invited to do so at the time set aside at the end of the meeting for public comment on non-agenda items. Each individual wishing to speak will be allotted three (3) minutes which will be timed by the Board. If more than ten speakers are addressing the same topic, that topic will be allowed a total of thirty (30) minutes of address.