

**Richard Hardy Memorial School
Richard City Deptford School District
Agenda Petition**

The RHMS School Board requests that this form be completed and submitted to the Director and the School Board Chairperson at least **seven** days prior to any regular scheduled board meeting in order to be considered for placement on the school board's agenda. If any section is omitted, the board will not add your request. Any complaint must be addressed through the appropriate channel(s) of command before it is presented to the board. The board respectfully limits all presentations to a maximum for **five** minutes. If this complaint is against another person, he/she will be given consideration and provided equal time on the agenda IF requested in order to provide a complete history. The School Board reserves the right to grant or deny any petition.

Name: _____ **Date Submitted:** _____
Requesting Presentation Time for the Regular Scheduled Board Meeting on: _____

If this is a complaint, have you first proceeded through the chain of command before asking to address the board? _____ **If "no," please state why not:**

If "yes," please list the channels you have contacted in order to correct your complaint (include all names contacted up to this point):

Reason for requesting agenda time – MUST BE STATED IN FULL:

List your phone number(s) so the Director and/or School Board Chairperson may notify you by phone if approved for agenda time: _____

Your needs are important, but each person is encouraged to speak to the staff member, teacher, principal, and/or director first so that a solution can be arranged in the most expedient manner. The board also asks that presenters use their time constructively and with courtesy toward all parties involved.

If you'd prefer to type your request, please attach this form to your typewritten statement. Remember that ALL sections must be completed or request will be denied. Thank you for your understanding and cooperation.