



## Request to Address the FBISD Board of Trustees – Regular Business Meeting

School board meetings are a venue for the public to witness the Board of Trustees conducting District business. While there is no legal requirement that the public be given the opportunity to speak at board meetings, it is the desire of the FBISD Board to make time to hear from District citizens.

**\*NOTE\*: Per Policy BED (Local), individual comments are limited to THREE MINUTES, however, this time limit may decrease based on number of individuals commenting. At a minimum, each individual will be afforded ONE MINUTE in which to make their comments.**

This Request to Address the Board of Trustees form may be downloaded, filled out, and then emailed to [AddressBOT@fortbendisd.com](mailto:AddressBOT@fortbendisd.com) prior to 4:30 p.m. on the date of the Board meeting. This form may also be delivered to the Communications Department located in the FBISD Administration Building (16431 Lexington Blvd., Sugar Land, TX 77479) prior to 4:30 p.m. on the date of the Board meeting.

Speakers must limit comments to issues that can be presented in a public forum. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels. Employees and members of the public are reminded that they must follow, and exhaust, all administrative remedies prior to presenting complaints about a student matter or District personnel to the Board.

Have you tried to resolve your concern by following the proper channels and first conferencing with the appropriate administrator? ☐ Yes ☐ No If yes, with whom?

The Board will not respond directly to comments or questions posed by speakers. Texas law does not allow the Board to discuss or take action on any issue presented during the public forum unless the item has already been posted for action on the meeting agenda.

The Board **shall not tolerate** disruption of the meeting by members of the audience. The presiding officer may request assistance from law enforcement officials to have individuals removed from the meeting if: individual(s) violate Board policy, individual(s) violate Board Operating Procedures, and/or, if after a warning from the presiding officer, individual(s) continue to disrupt the meeting by their words/actions.

Name:

Phone:

Email

Address:

Will you be accompanied by a translator? ☐ Yes ☐ No

If yes, please provide the name of the translator.

**\*NOTE\*: An individual that addresses the Board through a translator will be permitted to speak to the Board for twice the time limit of individuals who do not use a translator.**

On which agenda item will you speak?

I will be speaking **in support** of the Administration's recommendation.

I will be speaking **in opposition** to the Administration's recommendation.

I will **not** be speaking on an agenda item on tonight's agenda

Please give a brief summary of what you plan to discuss.

☐  
☐  
☐  
  

Signature:

Date:

**Submit Form**

Updated:12/12/25