

How to Provide Input to the Corvallis School Board

The Corvallis School Board values the opinions and input of community patrons. As such, the purpose of this document is to provide general guidelines about how to make the most of your time when communicating with the school board or board committees. The public may offer public testimony during certain school board meetings or correspond directly with the board.

Public Testimony

Please read *Public Testimony Directions to the Audience* for important rules governing public testimony. A time for public testimony is scheduled at certain school board meetings. However, items brought before the board during this time might not be discussed at the same meeting at which people testify. They may be referred to a committee or to staff for further review. While speakers during public meetings can offer objective criticism of school operations and programs, the board will not hear personal complaints concerning district personnel or against any person connected with the school system.

The following are guidelines for giving public testimony:

- Complete a "Request to Address the Board" card before the start of the meeting and give it to the recording secretary at the head table before the meeting begins. These cards can be found on a table at the back of the meeting room.
- Streamline your comments by preparing a written outline or by writing out your statement in its entirety. You will be allowed just one to three minutes for your testimony depending on the number of people wishing to testify at the meeting.
- Bring 15 copies of your document to the meeting for distribution to Board members and others at the head table. This will facilitate further review after the meeting. Please include your name, address and telephone number on the document.
- When you're called to testify, take a seat at the designated area, then state your name for the record before you begin. If others have testified before you about the same issue, state that fact and either give up your time or limit your comments to points not already stated.
- Speak at a reasonably loud volume so everyone, including audience members, can hear you, but direct your testimony to the Board Chair.
- Remember, when you testify, your name, address, telephone number and testimony are matters of public record.

Direct Correspondence

In lieu of public testimony, written correspondence may be directed to:

Corvallis School Board
Attn: Julie Catala
P.O. Box 3509J, Corvallis, OR 97339

E-mails may be sent to: schoolboard@corvallis.k12.or.us. This will send your e-mail to all board members at one time. Emails to the Board are considered public record. Others who will receive emails sent to this address: Superintendent, Assistant Superintendent, Student Services Director, Human Resources Director, Business Services Director, Executive Assistant to the Superintendent, and the Recording Secretary.

Citizens also may contact Board members by phone:

Judy Ball	541-758-1671 or 240-997-1222
Lisa Corrigan	541-758-7442
Matt Donohue	541-738-2739
Chris Rochester	541-754-7138
Blake Rodman	541-231-1151
Tom Sauret	541-758-2244
Anne Schuster	541-752-1060 or 541-207-8021