

## Procedure for Public Hearing Comments

### *Alabama State Board of Education Meetings*

The **Alabama Department of Education (ALSDE)** welcomes input from the community during the Public Hearing portion of scheduled State Board of Education meetings.

To ensure the opportunity to address the State Board, those interested must contact the State Board secretary and sign up to speak **at least 30 minutes** prior to the start of the meeting. Individuals may call, email or send a letter requesting to speak before the Board.

- The subject being addressed **MUST** be on the Board's agenda for the day. Agendas are made public one week prior to the meeting.
- Speakers must address the Board from the podium and must identify themselves and who they represent.
- Individuals are allowed to address the Board for **TWO MINUTES** unless the Board votes to allow longer.
- Speakers are asked **NOT** to repeat themes already expressed by previous speakers.

#### **Contact Information:**

**Board Secretary (Mrs. Ann Starks) Direct:** (334) 242-9702 | [astarks@alsde.edu](mailto:astarks@alsde.edu)

**ALSDE Address:** Alabama State Department of Education, c/o State Board of Education, Attn: Ann Starks, 50 North Ripley Street. Montgomery, AL 36130

AL Administrative Code: [Alabama Administrative Code 290-010-010-.04](#)