

PUBLIC COMMUNICATION TO THE BOARD OF EDUCATION

NAME _____ DATE _____

ADDRESS _____ PHONE _____

TOPIC FOR CONSIDERATION BY THE BOARD:

REASON FOR CONSIDERATION BY BOARD:

TO BE COMPLETED BY THE SUPERINTENDENT

BACKGROUND DATA REQUIRED: _____

**ESTIMATED TIME NEEDED FOR
COLLECTION:** _____

CONSIDERATION OF TOPIC: __ (Y) __ (N)

DISPOSITION SUGGESTED:

- Board Agenda Item Discussion
- Board Policy Action Development
- Administrative Action Follow-Up
- Excellence Team Referral
- Other

RESPONSE FROM BOARD TO INDIVIDUAL: _____ **DATE:** _____

TIMELINE REQUESTED:

DISCUSSION DATE: _____ **ACTION DATE:** _____

PRIORITY FROM LOW(1) TO HIGH(10) 1 2 3 4 5 6 7 8 9 10

TO BE COMPLETED BY THE BOARD

BACKGROUND DATA REQUIRED: _____

ESTIMATED TIME NEEDED FOR COLLECTION: _____

CONSIDERATION OF TOPIC __ (Y) __ (N)

DISPOSITION SUGGESTED:

Board Agenda Item Discussion	___
Board Policy Action Development	_____
Administrative Action Follow-Up	_____
Excellence Team Referral	___
Other	___

RESPONSE FROM BOARD TO INDIVIDUAL:

DATE:

TIMELINE REQUESTED:

DISCUSSION DATE:

ACTION DATE:

PRIORITY FROM LOW (1) TO HIGH (10) 1 2 3 4 5 6 7 8 9 10

When completed please return to: Dr. Frank Alvarez
Rye City School District
411 Theodore Fremd Avenue
Suite 100S
Rye, New York 10580

Thank you.