

University Preparatory Academy

Request for Appearance before the University Preparatory Academy Charter
School Board (Please PRINT or Type all information)

Name: _____ Date: _____

Email Address: _____ Phone: _____

Date of Board meeting for which you request an appearance: _____

How do you wish to attend the meeting (check one)?

_____ Virtually (board speaker form must be received at least 24 hours prior to the meeting to ensure receipt)

_____ Physically (school site)

Indicate the nature of the subject on which you will be speaking: _____

Members of the public that wish to address the Board will have a maximum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time. Presenters are encouraged to review the Board's Procedures for Addressing Concerns for any grievance requests - (<https://palmbeach.upaflorida.org/procedures-for-addressing-concerns>)

As an alternative to completing this form, a written or emailed request will be accepted with the same deadlines as stated above. The request should indicate:

- Name
- Email Address
- Phone Number
- Topic to be presented
- Date of Board Meeting Attending
- Type of attendance (virtual or physical)