

Board Meeting Public Comment

How to Give Public Comment at Board Meetings

The Utah High School Activities Association (UHSAA) appreciates your interest in sharing your public comments at the Board of Trustees meeting. Individuals may sign up by emailing a request to board@uhsaa.org.

At any time, you are welcome to send written comments to the Board of Trustees. Emails for board members are available on the UHSAA Website (uhsaa.org). Please include the city where you live in your email so your recognized board member may choose to reply personally.

Patrons wishing to provide public comment are asked to write their names on the provided sign-up sheet 15 minutes before the start of the meeting. Participants must note the agenda item or topic they wish to address, and whether they represent a group.

Public Comment Disclaimer

Please note, failure to follow the below guidelines during public comment may result in action, including but not limited to: termination of your time to give comment, removal from the meeting, and future restriction to written public comment only.

1. At the discretion of the Board Chair, a total amount of time for public comment will be designated and announced at the beginning of the agenda item.
2. When several people share the same opinion, the Board may ask individuals to select a representative spokesperson.
3. Time allotted for individual public comment is at the discretion of the Board Chair. Generally, individuals receive three minutes, and groups receive five minutes.
4. A comment can express simple support or dissent for regulatory action. However, a constructive comment supported with evidence, data, and information is more likely to influence regulatory decision-making.
5. Individuals should not use public comment to complain about personnel issues or attack or defame an individual.
6. Speakers making a highly detailed or complex comment should also consider providing a written outline of their words to the Board.
7. Please remember that children may hear your comments. Be thoughtful and professional. Keep your comments appropriate for a general audience.
8. To encourage civil discourse and respect of all opinions, patrons may not bring signs or posters into the Board room.
9. Comments made are part of the public record of the meeting.