

Pre-School Board Zoom Meeting
Thursday, September 24, 2020, 3 p.m.
Attendance: 56 members

Topics to Cover:

CETA website - <http://campbelleta.net/index.html>

Make Your Voice Heard - <http://campbelleta.net/make-your-voice-heard.html>

Where to find School Board Meeting Information - <https://www.campbellusd.org/board#meetings>

[Agenda](#) for September 24, 2020, Regular Session will start at 6:30 p.m.

Those wishing to address the Board will need to fill out a [Citizens Request to Speak](#) form no later than 10 minutes before the start of the meeting.

CTA/CETA Support - [Background and Profile Pictures](#)

You will be attending a public meeting of the board

If I write a letter, where should I send it?

- A letter to the school board should be mailed to board members
- A copy of the letter should go to Dr. Viramontes as a courtesy
- Please email CETA your comments as well, so we can file it away as a reference
- If your concern is particular to an Asst. Superintendent, include them, as needed
- If you have a concern about your site, your first contact should be with the site administrator. Give them the courtesy of knowing your concern before it comes up at a board meeting.

Should I keep a copy of my letter?

Yes. Keep all documentation pertaining to your concern. It may not always be necessary, but if you need it, it is good to have it.

Get it in writing

If you are being asked to do something you are unsure of, email that person with a confirmation of what you are being asked to do, so your question and answer can be in writing. It is best to get decisions, requests and observations in writing so you can refer to it later. Or follow up.

What if my issue doesn't involve email or can't be written?

Maintain a timeline and narrative of events as documentation.