

Instructions to register as a speaker for HISD board meetings

[en español vaya abajo]

Register online between Monday at 5 and Wednesday at noon before the board meeting.

You must register online. If you have any problems registering online, call HISD Board Services at 713-556-6121 or boardservices@houstonisd.org before noon on Wednesday and they will help you sign up.

Here is the link. <https://houstonisd.legistar.com/Calendar.aspx>

1. **If this is your first time registering to speak**, [click here to make an account for their system](#). You only need to do this step once. Then log into your account any time you want to register to speak at a meeting. If you don't get a confirmation email, call board services at 713-556-6121 or boardservices@houstonisd.org. They will help you register.
2. **Click "e-comment" for the meeting and time (5 pm)** you wish to register for (far-right of the screen).
3. **Pick an agenda item or sign up for all of them. Click both "register to speak" and "I agree."** Do not sign up for the hearing of the community. They always speak at the end. As a matter of fact, when there are a lot of agenda items, sign up for as many as you can. A couple of times, the board president allowed speakers to agenda item 1 or 2 to speak at the front of the meeting and everyone else was delayed an hour or two.
4. **If you wish to speak on Zoom, you must follow this extra step.** In the speaker registration confirmation email, click on the link to fill out the required form. The form must be submitted before 2 pm the day before the meeting. Be sure to save the zoom link that appears when you submit the form because they will not email you the link. [Click here for more board meeting Zoom tips](#).

If you have issues registering, contact HISD Board Services at 713-556-6121 or boardservices@houstonisd.org before noon on Wednesday for assistance.

Speakers are called in the order they sign in at the registration table in the HISD Lobby, unless the board president adjusts the order. Kids are first. Zoom speakers come after in-person speakers.

Total time to speak: If there are 30 or more speakers, you will have 1 min (150 words.) If there are less than 30 speakers, you will have 2 min (300 words.) If you have a longer speech, ask a friend to also register to speak. Then arrive and sign in at the same time so you speak one after the other.

Detailed sign up system with screenshots

- I. Sign in or create an account at https://houstonisd.granicusideas.com/users/sign_up.
- II. Register to speak at any board meeting by registering directly from the board meeting calendar. <https://houstonisd.legistar.com/Calendar.aspx>
 1. On this screen, find the date for the board meeting you wish to speak at, click on the **“e-comment”** in the column with the red arrow below.

Email Updates
To sign up for email updates or to access your subscriber preferences, please enter your contact information below.

*Email Address Submit

List View **Calendar View**

Search: This Month All Departments ☐ notes ☐ closed captions

Search Meetings Help

Name	Meeting Date	Meeting Time	Meeting Location	Meeting Details	Agenda	Accessible Agenda	Agenda Packet	Minutes	Accessible Minutes	Video	eComment
Board of Education Hearings	5/18/2023	9:30 AM	Board Auditorium and Board Services Conference Room Hearings and Workshop	Meeting details	Not available	Not available	Not available	Not available	Not available		Not available
Board of Education	5/11/2023	2:00 PM	BOARD AUDITORIUM AND BOARD SERVICES CONFERENCE ROOM Regular Meeting	Meeting details	Agenda	Accessible Agenda	Agenda Packet	Not available	Not available		eComment
Board of Education Agenda Review	5/4/2023	4:30 PM	BOARD AUDITORIUM AND BOARD SERVICES CONFERENCE ROOM Agenda Review	Meeting details	Agenda	Accessible Agenda	Agenda Packet	Not available	Not available	Video	Not available
Board of Education	5/4/2023	2:00 PM	BOARD AUDITORIUM AND BOARD SERVICES CONFERENCE ROOM Workshop	Meeting details	Agenda	Accessible Agenda	Not available	Not available	Not available	Video	Not available

77°F Cloudy Search 11:34 AM 5/9/2023

4. 23-199 Approval Of The May Budget Amendment

Register to Speak

5. 23-208 Approval Of Recommended Curriculum Materials For Human Sexuality Instruction And Instruction On The Prevention Of Child Abuse, Family Violence, Dating Violence, And Sex Trafficking

Register to Speak

« First < Prev 1 2 3 4 Next > Last »

3. Make sure to click, “I agree, register me” to finalize your registration.

Register to Speak

2. 23-200 Budget To Actual Report

Register to Speak

ITEMS PULLED FROM CONSENT AGENDA

3. 23-193 Authority To Negotiate And Execute Partnerships With Childcare Centers To Expand Prekindergarten Enrollment

Hide Request

This meeting is open for public comment. By registering to speak, you agree to be present during the meeting time. You will be called to speak by your name.

I agree, Register Me

4. 23-199 Approval Of The May Budget Amendment

Register to Speak

- 4. If you wish to speak on Zoom, you must follow this extra step. In the speaker registration confirmation email, click on the link to fill out the required form. The form must be submitted before 12 pm the day before the meeting.**

Instrucciones para inscribirse como orador en las reuniones de la Junta Directiva

La inscripción para intervenir en una reunión de la Junta Directiva está abierta desde el lunes a las 17:30 hasta el miércoles a mediodía.

Haga clic aquí: <https://houstonisd.legistar.is.com/Calendar.aspx>

1. **Haga clic en e-comment** para la reunión en la que desea inscribirse. Se encuentra en el extremo derecho de la pantalla.
2. **Inicie sesión** o cree una cuenta si aún no la tiene.
3. **Haga clic en el punto** del orden del día en el que desea inscribirse. Haga clic tanto en "inscribirse para hablar" como en "acepto".
4. Recibirás un correo electrónico de confirmación inmediatamente después de inscribirte. Si no lo recibe, compruebe su carpeta de correo no deseado.

Tiempo total para hablar: Si hay 30 oradores o más, dispondrá de 1 min (150 palabras.) Si hay menos de 30 oradores, dispondrá de 2 min (300 palabras.)

[También puedes encontrar el enlace en houstonisd.org. Luego haga clic en board; luego haga clic en board meeting y luego desplácese hacia abajo y haga clic en how to speak at a board meeting].