



# CLEARPOINT ELEMENTARY ~ IB WORLD SCHOOL

17 Cedar Avenue, Pointe-Claire, QC H9S 4X9

Tel.: 514-798-0792 Fax: 514-695-3480

<http://clearpoint.lbpsb.qc.ca>



## **Proposed Meeting Agenda**

Governing Board Annual General Assembly of Parents: Wednesday, September 7, 2022

Location: Clearpoint Elementary School Library

Time: 7:00pm

## **Agenda**

1. Welcome!
2. Approval of the Agenda (*motion*)
3. Approval of minutes from September 2021 AGA (*motion*)
4. Annual Report (*motion*)
5. Governing Board Overview:
  - a. The Governing Board is a body established in each school according to the Education Act. It is composed of the parents, teachers, and representatives of both the support staff and day care. The Governing Board plays an important role in school governance at Clearpoint. The Governing Board is responsible for many issues related to the life and functioning of the school including the school's educational project, the annual budget and the development of school policies.

In addition to the seven parent members, our GB consists of six staff and one daycare representative who are voting members, elected from and by their constituents. Up to two community representatives and the principal have voice, but no vote. Monthly meetings are usually held on the first or second Wednesday of the Month

**Number of parents who are in their 2nd year on GB: 4**

**Number of parent seats to be filled this year: 3**

**Term of office: 2 years**

- b. Introduction of current members (those in 2nd year of their term)
- c. Those presenting themselves as candidates for this year's Governing Board are asked to introduce themselves



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6. Election Procedure
7. Election of new Governing Board parent representatives (3 positions, 2 year terms)
  - a. Parents are elected to represent their parent body at GB meetings and to make decisions on behalf of all children at their school. Even if parents have specific issues, they are asked to set them aside and vote according to the best interests of all children. Voting is a privilege and abstentions should generally be avoided. A common reason for abstaining from a vote would be if there is a conflict of interest.
  - b. Naming of the new Governing Board parent representatives
8. Election of substitute parent members: (up to 7 positions, 1 year term)
  - a. Parents are elected to represent their parent body at GB meetings in the absence of a parent representative. When acting in the place of a parent representative, the substitute has the full rights and responsibilities afforded therein
9. Election of Parent Rep and Alternate Rep
  - a. The parent representative to the PC is elected by the entire parent body at the AGA from amongst GB parent members.
  - b. The PC parent representative represents all the parents of his/her school and attends regular monthly meetings at the school board (usually the first Thursday of each month).
  - c. Parents representatives are automatically members of the PC, and they may be elected to various LBPSB committees (Education, Facilities, Transportation, Intercultural, etc.), represent parents at Council as a commissioner representing the Parents' Committee, or serve as delegates of the PC to external organizations, such as the Pearson Educational Foundation (PEF), or the English Parents' Committee Association (EPCA).
  - d. Parent representatives are expected to report back to the parents of their schools and to communicate with the various school and school-affiliated committees (i.e., Parent Participation Organization and Home & School).



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- e. The alternate also represents all parents of their school and is a member of the LBPSB Parents' Committee. Voting is relegated to the alternate at PC meetings **only** in the absence of the parent representative. Alternates may also be elected to represent parents on select LBPSB committees, participate in the subcommittees of the PC, or represent the PC as delegates to organizations external to the PC, such as PEF and EPCA.

### 10. Motion to form a Parents Participant Organization (PPO) (*motion*)

- a. The Parent Participation Organization gives the opportunity to a larger number of parents to be more directly involved in the life of a school. It may advise the parent members on the governing board about parents' concerns.
- b. The Parent Participation Organization can play a valuable role and support the work of the governing board by effectively communicating with the parent body at large. The PPO is open to all parents of students in the school.

### 11. Date of the first GB Meeting for the 2022 – 2023 school year

### 12. Adjournment