

**FREQUENTLY ASKED QUESTIONS  
ON THE ANNUAL GENERAL ASSEMBLY OF PARENTS**

**Who prepares for and runs the General Assembly of Parents which is held during the month of September in each school?**

It is the outgoing chair of the Governing Board that calls, by written notice, the General Assembly of Parents. In their absence (as in the case of new schools/schools that have been formed from the mergers), the Principal does so. If the chair is not available to run the meeting, it is often the outgoing Sector Parent Representative, or other knowledgeable parent, who fills in. The chair may call upon help from the Parent Rep, Governing Board parent members, PPO chair, H&S Chair, etc., to help organize this important event.

**Does the Representative to the Parents' Committee have to be elected at the General Assembly of Parents or can we defer that to our first Governing Board meeting?**

The Sector Parents' Representative is elected by ALL the parents at the General Assembly. It is not the Governing Board's decision who is sent to represent the parents of the school, nor is it left up to the parent members of the Governing Board. Every parent of a child in the school who attends the assembly casts a vote for the Parent Representative and their Alternate.

**If there aren't any parents on the Governing Board who are interested in taking on the role of the Sector Parent Representative can we elect a parent at large or have two Governing Board parents share the job?**

The Parent Representative and Alternate must both be members of the Governing Board. One parent is elected to the position of Parent Representative, and one parent is elected to the position of Alternate. Both positions have a one year term. The Alternate replaces the Parent Rep when they are unable to attend Sector Parent Committee meetings, although Alternates are usually encouraged to attend whenever they are able to.

**We have always wanted to try establishing a Parent Participation Organization (PPO) but our Principal says that it's not necessary because we have a Home and School. Whose decision is it to form a PPO?**

The decision to form a PPO rests solely with the parents who attend the General Assembly of Parents in September. A motion is put forward to establish a PPO, a vote takes place, and the rules of operation are adopted at the AGA.

**What happens if we are unable to fill all the seats available for parents on our Governing Board? Should we just leave them vacant or should we ask the school board to reduce the numbers?**

The onus is on the parents to fill all positions that are up for election. If they don't, the Governing Board cannot operate and all its functions and powers are turned over to the Principal. If a Governing Board would like to change its composition (either by increasing or decreasing the numbers of parents/staff), a resolution requesting this must be sent to the school board. The time to do this is in the spring, before the end of the school year and prior to the September elections of the various groups to Governing Board.