



2017



2018



# Clearpoint Elementary School Governing Board Minutes of Meeting

Written by: Dov Bensimon

Location: Clearpoint Elementary School		Date: Wednesday, November 15, 2017	Time: 6:30 – 8:45 p.m.
<b>Attendees Governing Board (GB) Members:</b>	<b>Attendees GB Substitutes:</b>	<b>Attendees Parents:</b>	<b>Absent:</b>
<ul style="list-style-type: none"> <li>• Allison Saunders</li> <li>• Audrey Lambert</li> <li>• Bill Mang</li> <li>• Carol Rabbat</li> <li>• Dov Bensimon</li> <li>• Garry Saunders</li> <li>• Janine Von Bauer</li> <li>• Katherine Wiebe</li> <li>• Marie-Flore Gignac</li> </ul>	<ul style="list-style-type: none"> <li>• Miranda Tubbeh</li> <li>• Rachel Wilson</li> <li>• Sandra Fisher</li> <li>• Susan Lariviere</li> <li>• Tassie Fyon</li> <li>• Tayba Huot</li> <li>• Wayne Clifford</li> <li>• Garry Saunders</li> </ul>	<ul style="list-style-type: none"> <li>• Helene Kalaganis - MacTaggart</li> </ul>	<ul style="list-style-type: none"> <li>• Sue Bell (Home &amp; School)</li> </ul>
<ul style="list-style-type: none"> <li>• Joseph Mantagaris</li> <li>• Karina Lavallee</li> <li>• Liz Lopez</li> <li>• Marc Lucke</li> <li>• Mark Christiano</li> <li>• Paul Stejskal</li> <li>• Suzanne Larkin</li> </ul>			

<b>Agenda</b>		
1. Approval of the Agenda	5. New Business	10. Correspondence
2. Approval of the Last Minutes	6. Daycare Report	11. Public & Member Question Period
3. Commissioner’s Report	7. Field Trips & Fundraisers	12. Date of next meeting
4. Business Arising	8. Reports / PYP Update	13. Adjournment
	9. Varia	

## 1. Approval of the Agenda

- Katherine proposed adding an item about children getting injured in the school yard to the revised agenda, which had been circulated prior to the meeting. The revised agenda is included in Annex A of the minutes of the meeting. All approved the motion that was moved by Audrey and seconded by Sandra.

## 2. Approval of the Minutes from Wednesday, October 11, 2017

- The minutes of the last meeting were approved by all, after a motion by Tassie and seconded by Tayba.

## 3. Commissioner’s Report

- This was read first due to the fact that Wayne had to leave the meeting early. The full report by the commissioner is included in Annex B of the minutes of the meeting. Allison mentioned that the Parents’ Committee is being asked for recommendations for commissioner of Ward 4. Carol pointed out that there should be a revision of the text of the report which explains the relative revenue and expenditures of the school board.

#### 4. Business Arising

- Following email votes on a number of activities, ratification was granted by the Governing Board (GB) for the following:
  - Grade 5 Bus Tour of Pointe-Claire on Monday, October 23, 2017
  - Grade 3 – 6 Play/Opera: Le chat botté, l’opéra pas de rats on Friday, November 10, 2017
  - Clearpoint Holiday Fair Event on Saturday, December 2nd, 2017
  - A research project entitled ‘Learning to become and Effective Teacher’ to take place in the LBP Schools.
  - The motion to ratify the above was H&S holiday fair and approval for research in school was moved by Carol and seconded by Jeanine and unanimously resolved.
- Food and Nutrition Policy Consultation
  - Allison mentioned that another GB mentioned that the [Canadian Food Guide](#) (CFG) is being revamped, but none of those changes are being accounted for in the proposed policy. There are some schools that have considerations for some special meals (e.g. pizza lunches) if it’s for fundraising. Food-related fundraising activities are limited to twice a month. It is believed that this applies mostly to high schools because of the presence of Chartwells food service, but it was suggested to ask for clarification on which schools it applies to.
  - The definition of what is “healthy” dates from the 1990s and doesn’t consider fat and sugar content. Low fat and high sugar content can qualify as “healthy” in the current context. It was suggest waiting for the new CFG to be is published before updating the policy.
  - Sue mentioned that in section 3.16, the text should refer to the CFG. She also mentioned that in section 3, it is not clear if TCBY frozen yogurt falls under that section (foods with sugar as first ingredient).
- Anti-Bullying and Anti-Violence Plan
  - No change was made to previous plan, except to include cyber-bullying.
  - It was moved by Audrey and seconded by Sandra to approve the plan and unanimously resolved.
- Internal Rules of Management
  - Comments were requested on a first draft to the document known as “Internal Rules of Management”. This draft is included in Annex C of the minutes of the meeting.
  - It was suggested to change the name of the document to “Essential Agreements”.
  - The document should state the number of members required to have quorum.
  - It was felt that regrets in not being able to attend a meeting should be sent to chair and secretary only. When possible, it is suggested to give a day’s notice.
  - It was stated that substitutes should only be used to replace whoever is missing at a meeting. The substitutes should be chosen in alphabetical order (by first name) if the most active substitutes are not available.
  - It was recommended to remove section 2.2.
  - Secion 2.4: change text to read “**once approved**, the minutes will be posted”. A datestamp for approval will be added and the minutes will be posted as soon as approved.

- Other editorial changes were suggested and will be reflected in the final version. D. Singh is the substitute to be added to the distribution list for the minutes, which includes substitutes and liaisons.
- Email votes are to be avoided as much as possible. All agreed that this was the best approach, except for emergencies.
- Allison suggested to make the document gender controlled and flush left in formatting.
- It was suggested to link these “essential agreements” to learner profile for the PYP programme. For example, respect would fit with many of the points mentioned in the Essential Agreements document.
- It was suggested to include how these attributes are included into the profiles of the GB members.
- A motion to accept the current version of the document pending revisions was made by Tayba and seconded by Sue. All were in favour, and none opposed.

## 5. New business

- Assessment Policy and Language Policy
  - Rachel told the audience that both policies are being reviewed. Once the new ones are finalized, they should be reviewed by the GB.
- Lice Screening
  - Tayba sent an email about lice, which was discussed at a recent Home and School (H&S) meeting. It was voted on by H&S in favour of having staff from a company called “[The Lice Crew](#)” come to the school to inspect the hair of the students. The cost is \$1/student. H&S can cover children that don’t bring in the money. A team will come in to screen the whole school. This company sends 3-4 people to inspect the whole school. The idea is to have this done on a given day, before an outbreak occurs. There will be information sent home with each child, which was viewed by some as promotional material for the company. It was felt by some that there is a benefit to this approach if it is a continued action, but if not sustained, it is of limited value and more of a band-aid solution.
  - There was concern expressed about a company coming in to make a profit off of finding lice on students’ heads.
  - There were many discussions about this at H&S. Overall, this effort was seen as beneficial, since it provides a resource for parents who want help with dealing with lice.
  - The company would come to do the whole school, not classes where there is a problem.
  - It was expressed that if they could train parents as to how to check their children themselves, that would be more helpful.
  - In the past, the nurse from the school trained parents on how to check. If there is a committed team, it can be beneficial to preventing outbreaks.
  - It is proposed that the GB would like to have more information and ask H&S if it’s possible to educate a team of parents. A motion to vote on whether or not to have “The Lice Crew” come to the school was made. 2 were in favour, 7 were opposed and there were 3 absentions.
  - Sleepovers and hat-sharing makes for more outbreaks, so it makes it more common in the cold season.

- Homework during Daycare Period
  - Tassie mentioned that the government says it is no longer mandatory to have homework period during daycare, but she enforces it. It is between 15-30 minutes per day. It is different for each class. Each educator schedules it according to when the day allows it best. It was suggested to publish it on the desk when parents come to get their children.

## 6. Daycare Report

- This report was delivered before the others at Tassie's request.
- Tassie mentioned that daycare is running well. Library time is offered for some classes of grades 3 and 4 now. This will be switched for the other classes in the same grades next month.
- 89 students are registered for the pedagogical day on Friday, November 17, 2017. There will be an outing to the Kirkland Cineplex to see the movie "The Star".
- Friday, November 24, 2017 is a union day so both school and daycare will be closed as a result.
- Tassie did the assessment of the number of students this past week: 197 are signed up in daycare.

## 7. Field trips and fundraisers

- Grade 4 will have a team from the City of Pointe Claire come in to speak about a recycling program that is related to their unit. Visit will be on Thursday, December 7, 2017.
- The "Purse of Hope" is proposed to help women shelter in the West Island. People are encouraged to donate a purse with items in it. They will give it to women in the shelter.
- The school will organize Christmas baskets for a couple of families in need.
- Girls in Motion At Clearpoint (GMAC) –participation is being opened to the whole board this year. Representatives from each elementary school are being asked to participate to hopefully inspire others to create their own such event. This will take place Saturday, April 28, 2018.
- The recent Grade 6 loaf sale was an amazing success. The parents want to do another and open it to the classes that didn't buy. It will take place on Monday, November 20, 2017.
- On Friday, February 23, 2018, from 7:00 p.m. to 11:00 p.m. a comedy night will take place at the school. The cost is \$30/ticket, and will include food and chips. There will also be a cash bar, a silent auction a balloon pop, and a 50/50 raffle. H&S is asking to keep school open until midnight to have time to clean up. Doors open at 7:00 p.m. and the show will start at 8:00 p.m.
- A motion to accept and ratify these activities was made Marie-Flore and seconded by Allison. All were in favour and none opposed.

## 8. Reports

- Principal
  - Reading Week took place last week and a break from fundraising was taken since there has been a lot for the past few years. With IB evaluation coming up, the focus has been on getting ready for that. The date of the evaluation will be adjusted so as not to coincide with issuing report cards.
  - The John Rennie High School band will perform at the school on Thursday, November 16, 2017.

- The school received a NTIC grant for technology of \$10,000. The school is looking at buying charging stations for iPads and Chromebooks, since these sometimes crash because not sufficiently charged. IT must be spent on hardware.
- A survey will be done for climate of school. Each student in grades 4, 5 and 6 must fill it out anonymously. This survey is known as TTFM - Tell Them From Me survey and is given twice per year to determine how the students feel about the climate of the school, how they are feeling and the support they are receiving.
- Play at John Rennie : the Tales of the Brothers Grimm. It was thought to bring Cycle One students at first, but the play is too scary for them. This will be offered to Grade 4 instead at a cost of \$10 per person and will take place on Friday, December 15, 2017. A motion in this sense was put forward by Allison and seconded by Audrey. All were in favour and none opposed.
- Beaconsfiel High School's improv group may potentially visit Clearpoint Elementary in the last week before Christmas for grades 3-6.
- The School Success Plan will be presented at the next GB meeting along with November budget. The school received its allocations recently and the breakdown of how the funds are to be spent this week.
- First round of HPV shots took place this month for fourth graders.
- Photo retakes took place on Monday, November 13, 2017.
- Report Cards and IEPs went out/made available on Tuesday, November 14, 2017.
- Parent/Teacher interviews formally take place Thursday, November 16 and Friday, November 17, 2017.
- Lost and Found items will be on display at the front entrance during parent/teacher interviews.
- Student teachers from Concordia have left the school but will be returning in January along with an additional one.
- 3 new 4th year student teachers from McGill will be starting at the school in February.
- A large number of cases of pneumonia reported. Martine, the school nurse was contacting Public Health. There may be an investigation. Pneumonia spreads easily within families. Other schools have had issues with this also, but not all. There have been more than a dozen cases in the school, parents included. Grade 2 was hit before, but now also in grade 5 and 6. The ducts in the school were cleaned out. It is very contagious and starts like a cold. Another email will be sent asking people to inform her if their kids get pneumonia. It was suggested to use masks, but it was felt that it would be hard to implement and not necessarily effective.
- Holiday show schedule: the show will now be split for lower and older grades. On December 14<sup>th</sup>, two shows will take place at 12:30 p.m. and 6:30 p.m.. This will be the show for kindergarten through grade 2. The show for grades 3-6 will take place in the spring.
- A reminder was made to all about the importance of not parking in the staff parking lot.
- PYP update
  - Sue Larivière mentioned that she would like to send a questionnaire to GB to see how informed people feel about the PYP programme.

- The leadership team for the PYP programme is comprised of Rachel Wilson, Angie Zawada, Jennifer Pinard and Susan Larivière.
- The IB beautification project is coming along. Colour details will be added to the existing decorations in the school.
- An exhibition of students' work is scheduled for Thursday, February 22, 2018.
- Mentors are in place in the school. There are 12 groups of students working with 12 mentors.
- A questionnaire to parents in December to see how informed they are regarding the PYP programme.
- Some teachers use the Seesaw application a lot, some a little. It would be helpful to inform parents when a new unit is started. Teachers are supposed to inform parents of this.
- A suggestion was made to hold an IB information session by grade. It could be made an IB tour night. It would involve more evenings for the school staff, however, which represents a large time commitment.
- Home & School
  - The holiday fair is coming up on Saturday, December 2, 2017 and donations and volunteers are being sought.
  - The recent Halloween dance was successful. The split of the dance into younger and older grades was an issue for some parents with two children in different groups. Despite that, and considering the attendance, it was judged to be a good change from years past to avoid overcrowding.
- Region Parent Representative
  - The [Fusion web portal](#) will soon feature a "Where's my bus?" app.
  - Many things are being put on this site. The reduction of printing costs represents a considerable savings for the school board.
  - Replacing the school board chair is now completed and the next step will be to replace the commissioner for Ward 4.

## 9. Varia

- A number of children have been injured in the school yard in the vicinity of the black boards around the play area. The school will look into removing the boards. The kids are trying to jump over them and some are falling and breaking their arms. It was suggested to add mulch to that already present in the play area, but this will be added in the spring, since the snow compacts it.

## 10. Correspondence

- Katherine mentioned that many emails were received from "Basecamp", a tool used by the school board that has features like to-do lists, milestone management, forum-like messaging, file sharing, and time tracking. It allows GB chairs to keep abreast of goings-on in other GB and interact with other boards. Allison offered to help Katherine with this.

#### 11. Public Question Period

- There were no questions from the public.
- It was suggested to move the question period to the beginning of the meeting, since it happens that members of the public just wish to ask a question without having to attend the whole meeting.

#### 12. Next meeting:

- The next meeting will start at 6:00 p.m. on Wednesday, December 13, 2017. A small meal will be provided given the proximity to the holiday season. An RSVP will be asked for participants in order to prepare the appropriate amount of food.

#### 13. Adjournment

- It was moved by Sue Larivière, seconded by Jeanine and unanimously resolved that the meeting be adjourned at 20h45.

## **Annex A – Revised agenda for Governing Board Meeting on Wednesday, November 15, 2017**

### **Proposed Meeting Agenda**

Governing Board Meeting: Wednesday, November 15, 2017

Location: Clearpoint Elementary School Library

Time: 6:30pm

### **Agenda**

1. Approval of the Agenda
2. Approval of minutes from October 11, 2017
  - a. Review dates of the next GB Meetings
3. Business Arising
  - a. Ratification of Email Votes
    - i. Grade 5 Field Trip
    - ii. Grade 3 – 6 Opera
    - iii. Home and School Holiday Fair
    - iv. Approval to Conduct Research in Clearpoint (‘Learning to Become an Effective Teacher’)
  - b. Food and Nutrition Policy Consultation
  - c. Anti-Bullying / Anti-Violence Plan – to be approved
  - d. Internal Rules of Management
4. New Business
  - a. Assessment Policy and Language Policy
  - b. Lice Screening (<http://licecrew.com/goodbye-classroom-head-lice/>)
  - c. Homework during Daycare Period
5. Field Trips & Fundraisers
  - a. Home & School Comedy Gala – February 23<sup>rd</sup> – ticket price 30\$
  - b. Grade 6 Loaf Sale – Take 2!
6. Reports
  - a. Commissioner
  - b. Principal
  - c. Primary Years Program (PYP) Update
  - d. Teachers
  - e. Daycare
  - f. Home & School
  - g. Region Parent Rep.





2017



2018



7. Varia
8. Correspondence
9. Public & Member Question Period
10. Date of next meeting – December 13, 2017 @ 6:30pm
11. Adjournment

## Annex B – Report of the School Commissioner

### *Commissioner's Report- Governing Board – November 7th, 2017*

#### *News from the October Meeting of the Council of Commissioners*

Congratulations and a very warm welcome to Melina Siles of BHS, and Miranda Bohns of PCHS the two *Student Commissioners* designated by the Central Students Committee to sit on the Council of Commissioners for the balance of the current school year. These students were sworn into office as the opening item on the agenda. The perspectives that our student commissioners bring to the table play a very important role in informing Council as to the most pressing issues affecting students throughout the board, helping us determine priorities going forward.

***Infrastructure Upgrade:*** A professional services contract for “the replacement of main electrical entrance and transformer, gym divider and basketball lifting systems, exterior ramp, water compressors, bathrooms renovations, ventilation systems, ACM ceilings, and the installation of card access and camera systems at Beaconsfield High School (Project #1702)” was awarded to the bidder with the highest final score for quality, Langlois Architectes inc. This is a first step towards this project being undertaken next summer. A number of other contracts were also awarded.

***Consultation Launch:*** Council resolved that the draft consultation document entitled *Evaluation of Student Learning Policy*, dated October 30, 2017, be distributed to Governing Boards and our other consultative partners during the week of November 1st, with responses to be returned to the Secretariat no later than January 19, 2018. (In addition, it is expected that a consultation on the ECA and Field Trip Policy will be launched at the November Council.)

Following an audit carried out by the board’s external auditing firm Deloitte LLP, approval was given to the LBPSB *2016-2017 Financial Statements*, showing revenues of \$299,935,294 and expenses of \$294,100,316, with a surplus of revenues over expenditures of \$5,834,977 versus a deficit of almost \$2 million in the 2015-2016 school year. Approximately \$2.5 million of the current year surplus were Ministry grants attributed to the 2015-2016 school year for increases in professional salaries from the collective agreements and salary equity. An additional \$1 million was from revenues recognized during the 2015-2016 school year from the international student program. The balance of the surplus is attributed to the 2016-2017 school year and includes an additional \$1 million in revenues generated from an increase in international students, more than

\$500,000 in energy savings due to a warmer winter and the board’s energy savings programs and miscellaneous other savings throughout the board. The resulting surplus available for use by the board is about \$1.1 million and can be used for budgets going forward beginning in 2018-2019.

The *Communications Committee* reported that there are approximately 16,500 Fusion users at this present time which equates to approximately 85% of our student population. More than 22 schools took part in issuing interim report cards through the portal. Approximately 70% of accommodation busing fees were paid through online transactions, significantly reducing the amount of time for cheque processing in the Transportation department. Also, 40 + school websites have been updated and are now active. The Board website is currently being updated with hopes that the new version will be released later this school year.

Bill 87, an “Act to facilitate the disclosure of wrongdoings relating to public bodies”, adopted by the Quebec National Assembly in Dec. 2016, states that all public bodies must designate a person as the *officer responsible for dealing with the disclosures of wrongdoings* in the organization. It was resolved that the Secretary General of the Lester B. Pearson School Board, Geneviève Dugré, be designated as said individual. She will carry out her additional responsibilities in conjunction with the LBPSB’s existing “[Whistleblower](#)” policy.

The Director General announced that the interim replacement of Erik Olsthoorn as *Coordinator of Student Services* will be Stephanie Stever. Mr. Olsthoorn is on a one-year leave of absence from the board while Ms. Stever, formerly principal at Springdale Academy, is returning from a maternity leave.

The *Pearson Educational Foundation* announced their next major fundraiser for this year: The second annual *Comedy Benefit Fundraiser Event* (adults only) to be held on Friday, November 10, 2017 at the John Rennie High School Louise Chalmers Theatre starting at 8 pm. Five Montreal comedians – headlined by Derek Seguin – will be featured. Tickets are \$25 and can be purchased online at: <http://pef.lbpsb.qc.ca/Comedy.htm>.

=====

Much more info on what’s happening all around the board can always be found on the Pearson News blog <http://pearsonnews.lbpsb.qc.ca/> and on the LBPSB Facebook page.

The next regular meeting of the Council of Commissioners is scheduled for Monday, November 27th at 7:30 pm.

Respectfully submitted,

*Wayne Clifford*, Commissioner – Ward 12

**Postscript:** Following the resignation of former Chair Suanne Stein Day a special council meeting was held November 14th to elect her replacement. Vice-Chair, Noel Burke, who had been Acting Chair, was elected to become Chairman of the Lester B. Pearson School Board, following the Parents ‘Committee recommendation that the chair be selected from current serving commissioners.

A procedure was outlined to allow for the selection of a commissioner for Ward 4 (replacing Noel Burke). A 9 commissioner committee was struck to do the selection and advertising has been arranged to advise the public of this opening to be filled within 30 days.

## Annex C – Draft “Rules of Internal Engagement” document

### Clearpoint Governing Board - Rules of Internal Engagement 2017 – 2018

The rules of Internal Engagement shall be interpreted in such a way not to hinder but promote the proper functioning of the Governing Board. This document is meant to ensure courteous and respectful dialogue between members, including parents, staff and alternate representatives as well as community and home and school representatives who participate in our meetings.

#### 1. General Rules of Procedure

- 1.1. The Governing Board relies upon the self and group discipline, mutual respect and cooperation of its members in order to operate smoothly.
- 1.2. Be prompt in arriving for meetings, respect each other’s time. Monthly meetings will begin at 6:30pm unless otherwise stated.
- 1.3. Each member and substitute should be familiar with the contents of the Agenda, Minutes and/or other documentation forwarded to him/her. In order to save time and facilitate our meetings all documents distributed before the meeting should be read prior to the meeting.
- 1.4. Governing Board must establish quorum in order to hold meeting: quorum is defined as a 50% +1 of all members and at least 50% of the parent members.
- 1.5. Should Governing Board Members or Substitutes be unable to attend a meeting, regrets must be communicated via email to the Chair and/or Principal.
- 1.6. If a Governing Board Parent cannot be present for a meeting, a Substitute Representative will be chosen (alphabetically) to participate as a voting member during that meeting. At subsequent meetings when a Substitute is needed, selection will start with the next letter in the alphabet to ensure rotation.
  - 1.6.1. The Substitute must have participated in the previous meeting to be eligible as representative. If the Substitute chosen alphabetically has not participated in the previous meeting, the next in line will be chosen.

- 1.7. The chairperson recognizes the members' right to speak, and decides the priority of the speakers.
- 1.8. The individuals must be recognized by the chairperson to speak and must wait their turn and not interrupt.
- 1.9. Keep phones on silent during the meeting to avoid distractions
- 1.10. Limit side conversations, texting & emailing; step out if you must chat or take a call.
- 1.11. Support the final group decision and be prepared to move on when the group moves on.

## 2. Meeting Minutes

- 2.1 Minutes of the previous Governing Board Meetings will be circulated to members at least 5 days prior to the next governing board meeting.
- 2.2 The signed original text of the minutes and any supporting documents be placed in a separate binder and kept in the principal's office, or designated area by principal.
- 2.3 Copies of the minutes will be sent to all Governing Board members and Substitutes
- 2.4 An approved copy of the minutes will be posted on the website (when available).

## 3. Agenda

- 3.1. Members may request items to be put on the Agenda at least 7 days prior to the next meeting. Your requests should be addressed to the Chair and/or the Principal. Members should also include a description of the item, and what type of result they are looking for (i.e. discussion, information or decision).
- 3.2. Any acceptable item may be added to the agenda under 'Varia' during the Governing Board approval of the agenda, however, Governing Board members should make their best efforts to advise the chairperson in advance.

3.3. Agenda will be distributed at least 5 days before the next meeting via email to all Members and Substitutes.

#### 4. Email Votes

When possible voting by the Governing Board should be done in person and during regular or special meetings, however, at the discretion of the Chair, Governing Board shall be permitted to conduct votes via email.

5.1. Email voting shall not be used as a substitute for in-person deliberation and debate, and shall be limited to emergency purposes only where timeliness is a factor.

5.2. Initial email sent out by the Chair should specifically state the motion to be voted upon and the deadlines for discussion and vote (minimum of 24 hours).

5.3. Any correspondence via email between the members should be sent to ALL members and not only to the Chair. This includes, but is not limited to, questions, responses and votes.

5.4. There should be time (a minimum of 24hours) before the voting deadline to allow for discussion amongst the members.

5.5. The lack of a vote by a Governing Board member before the prescribed deadline shall be considered as an absence of said member for the purposes of quorum.

5.6. The onus is on members to vote in favour, opposed or abstaining from the vote, before the voting deadline. Quorum will then be verified by the Chair based on the number of votes received.

5.7. Rules for email decisions are identical to those at meetings. That is, any decision must be adopted by the majority of the members constituting quorum. In the event of a tie, the Chair may cast an additional deciding vote.

5.8. All email motions, approved or not, should be ratified at the following Governing Board Meeting and reported in the minutes.

## 6. Question Period

- 6.1. Question period will take place towards the end of the Agenda unless decided otherwise.
- 6.2. No questions of a personal nature will be permitted.
- 6.3. Issues questioned by the community (public at large) will be dealt with in a timely fashion and be accorded due consideration. Should a member wish to discuss the issue, that member shall move that the item be placed on the Agenda of the subsequent meeting.

## 7. Reports

- 7.1. Reports may be in the written and/or oral form.
- 7.2. Reports in written form should be provided to the Governing Board Secretary to include as part of the Meeting Minutes

## 8. Calendar

- 8.1. The meeting dates for Governing Board meetings will be established by the second meeting of the year, after reviewing all board and committee meetings conflicts.