

School District #62 (Sooke)

DELEGATIONS & QUESTIONS TO THE BOARD	No.: A-412
	Effective: May 10, 1983 Revised: Nov. 8/83; Apr. 10/89; Nov. 24/94; Dec. 8/98; Sept. 29/15 Reviewed: June 15/15

PROCEDURAL REGULATIONS

1. Delegations
 - 1.1 Individuals or groups wishing to speak to the Board of Education shall provide the Secretary-Treasurer/Superintendent of Schools with a written topic of their presentation by Monday morning of the week preceding a regular Board meeting.
 - 1.2 In the event that the above deadline cannot be met, the Superintendent of Schools shall contact the Chairperson of the Board to determine whether the delegation will be heard at the upcoming meeting. The general guideline will be that delegations will be heard by the Board as promptly as possible.
 - 1.3 If the presentation relates to a matter appearing on the agenda, the Board may hear the delegation when that item is discussed. Otherwise, the delegation will be heard at another specified point during the meeting.
 - 1.4 Presentations by delegations should not normally exceed five minutes.
2. Questions
 - 2.1 Individuals or group representatives with questions for the Board shall address their questions to the Board Chairperson at the end of the meeting.
 - 2.2 The Chairperson of the Board shall determine whether a question requires referral to the staff for further information to be obtained, and whether supplementary questions on the same topic will be received verbally by the Board.
3. Submission by Partner Groups
 - 3.1 The "delegations" section of the Board of Education meeting agenda is intended to ensure regular opportunities for partner groups to maintain communication with the Board. These submissions should not normally exceed five minutes.