

21. Board Policy *Delegation to the Board*

1. Anyone wishing to speak before the Board, either as an individual or as a member of a group, must inform the Superintendent or Chief Financial Officer at least ten days prior to the meeting to permit the scheduling of the delegation on the meeting agenda. Delegations are invited to provide written information to be distributed with the agenda.
2. Anyone wishing to address the Board on emergent issues that arise less than ten days prior to the meeting date must obtain approval to be placed on the agenda by the majority of trustees at the meeting.
3. The request to make a presentation to the Board shall include a brief summary of the issue and the name and address of the individual or a representative of a group.
4. Delegations appearing before the Board shall appoint a spokesperson. The presentation should be as brief as possible. Unless the chair grants an extension, the speaker shall be limited to fifteen minutes.
5. Information presented shall only relate to matters for which the audience with the Board is requested.
6. Speakers may offer objective criticisms of school operations and programs. The Board will not hear complaints against school personnel in public sessions.
7. Matters of a confidential or sensitive nature involving students or staff shall be heard in a closed session. The protection of privacy of individuals will be respected in accordance with the Freedom of Information and Protection of Privacy Act.
8. The chairman may terminate the remarks of any individual who does not adhere to the above guidelines.
9. Questions to the delegation by Board members shall be limited to points of clarification. Expressions of personal opinion shall be reserved until the matter is under debate for decision.
10. Persons appearing before the Board are reminded that trustees are without authority to act independently as individuals in official matters. Therefore, questions may be directed to individual trustees but answers may be deferred pending consideration by the full board.
11. Board debate, if required, on matters raised by the delegation shall take place following the presentation or at the discretion of the Chairman and Board. If additional information is required, the Board may request that the issue be debated at a subsequent meeting. The delegation will be advised when the issue will be debated.

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Approved: September 25th, 2025