



Rationale

The annual general meeting is forum for the School Council to report its activities to the community and for the election of new members and monthly council meetings will ensure that matters are dealt with on a timely basis.

Policy

An annual general meeting of the local School Council shall be held each year.

Regular monthly meetings of the School Council should be held during each month the school is operational.

Half of the members of the School Council will constitute a quorum.

Meetings of School Council

1. Meetings of the School Council will be open to the public except for in-camera sessions.
2. A quorum shall be defined as a simple majority of the total membership. In the event that a quorum is not present, the meeting can be conducted, but motions must be tabled until the next meeting with a quorum.
3. Attendance by a member of the teaching staff (who does not vote) is strongly encouraged. The principal is not a member of the School Council, but should be present at the entire meeting, with the exception of some in-camera sessions.
4. Requests by non-members to speak or make a presentation at a Council meeting must be made in writing with a minimum of seven days' notice prior to the meeting. Delegations must provide a written copy of their material as well as the name of their spokesperson.
5. Prior to the meeting the chairperson will prepare and circulate the agenda and supporting documents.
6. Any procedures not included above will be according to Robert's Rules of Order.

References:	Date: August 2023
	Revisions: