

## Waterview Primary School Speaking Rights for Non-Board Members Policy

### Rationale:

The Waterview School Board of Trustees meetings are open to members of the public. Parents and staff especially, are welcome to come along to BOT meetings in order that they may be better informed of school governance matters in general.

### Purpose:

The purpose of this policy is to

1. establish and define those occasions when non-Board members may address the BOT.
2. define the time frame required for non-Board members to give to the Board Chairperson, indicating their desire to address the BOT.
3. clarify the issue concerning Notices of Motion being put to the BOT by non-Board members.

### Guidelines:

1. Non-Board members wishing to address the BOT on any issue are requested to inform the Board Chairperson, in writing, at least 7 days before the next BOT meeting.
2. This written request will include a summary of the subject matter, and a brief outline of the actual address.
3. The Board Chairperson will consider the request, and will communicate to the non-Board member whether or not they may address the BOT on the issue.
4. The Board Chairperson will notify the non-Board member of the time period for which they may speak.
5. Only BOT members may put Notices of Motion to the BOT.
6. Non-Board members wishing to put a Notice of Motion to the BOT should first discuss the issue with a BOT member who may, or may not, decide to put the issue to the BOT in the form of a Notice of Motion.

### Conclusion:

While the BOT welcomes and encourages the attendance of, especially staff and parents at BOT meetings, the matter of these persons addressing the BOT during BOT meetings needs to be clearly defined.

Board of Trustees: Meg Watson Date: August 2017  
Principal: Sharon Date: August 2017  
Review Date: September 2020