

Appendix G Delegations to the Board

PUBLIC INPUT DELEGATION

The Board welcomes and values public input from students, parents and caregivers, and members of the community about Board policies, practices, ~~issues~~, and its overall education system.

1. Substance of Presentation

- ~~1.1~~ 1.1 Members of the public may wish to provide input on ~~issues of matters of~~ concern to the education system. It is not intended--nor is it appropriate--for such input to address confidential personal, property, legal or negotiation matters. Concerns of this nature should be addressed through the Public Concerns and Complaints Policy (2030) or Procedure (2030a).
- 1.1.1 Applications containing discriminatory, hate-based, or other harmful language will not be considered.
- 1.2 Parents and caregivers and students are encouraged to address local school-based issues through the appropriate principal, superintendent, Trustee and/or through their School Council.
- 1.3 Individuals or groups will be limited to one presentation on a given topic in a school year.
- 1.4 Topics presented by individuals or groups will be limited to matters that fall within the jurisdiction of the Board of Trustees.
- ~~1.5~~ 4 To appear before the Board/committee of the Board, a ~~presenters'~~ delegation application outlining the key points to be presented must be ~~completed-submitted through the TVDSB website and forwarded to the Supervisor-Board Services or designate~~ before the request is considered. ~~The application is available through the TVDSB website.~~ Applications must be received by Board Services eight (8) working days before the Board Committee meeting by 9:00 a.m. Late applications may be considered for the following meeting.

2. Delegation Request Review

- 2.1 If not otherwise defined in the alternative process, applications for ~~public input delegations~~ must be submitted to the Supervisor-Board Services or designate no later than eight (8) working days before the meeting scheduled for ~~public input delegation~~.

Commented [SH1]: This is already clearly stated above

2.2 The Chair's ~~Committee~~/Vice Chair of the Board/relevant committee and the Director/Designate will review all delegation requests ~~to provide input~~ to ensure that the material to be covered complies with Section 1 the requirements and if approved, and will determine the order and number of presentations at a given meeting.

2.3 The Chair/Vice Chair and Director/Designate may determine that an application is approved to be distributed to membership as a written submission. ~~The Committee will determine the suitability of materials for distribution per applicable legislation.~~

2.3 All delegations wishing to address a matter under consideration shall be directed to the appropriate committee. When a delegation is presented to committee, the committee Chair will include a brief summary of the presentation as part of the committee report to the Board. By motion, the Board may invite the delegate to present ~~delegations~~ at a meeting of the Board.

3. Notification

3.1 Presenters will receive notice of the ~~C~~committee's decision regarding the request for ~~public input~~delegation.

3.2 The Supervisor-Board Services or designate shall inform the individual or group making a presentation of the meeting date and the approximate time when the presentation will be heard.

3.3 The ~~public input~~delegation schedule and presentation materials (if applicable) will be provided to the Board/committee before the meeting.

4. ~~Oral~~ Presentation Procedure

4.1 Oral presentations will be a maximum of 10 minutes for an approved delegation representing a School Council or a Home and School Association in good standing and 5 minutes for individuals or representatives of any other organization/group.

4.2 ~~Oral~~presentations should address the concerns identified in the presenter's application. If the materials presented differ substantially from the written submission, the Chair has the right to rule the presentation out of order.

4.3 Pre-recorded video or other electronic presentation materials (such as a PowerPoint presentation) must be submitted through the TVDSB website or

[to Board Services \(boardservices@tvdsb.ca\) in advance of the presentation for review and approval.](mailto:boardservices@tvdsb.ca)

5. Questions of Clarification from Trustees

5.1 At the conclusion of each public presentation, Trustees may ask questions of clarification. No action may be taken at the meeting of the presentation. A motion may be brought to a subsequent Board meeting for consideration providing a Notice of Motion has been served.

[6. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, the name, the name of the delegate's school community, the key message of delegate's presentation, and any other supporting documentation provided may be made available to the public on the Board's website or as requested.](#)

7. Request Input on Specific Issues

6.1 Public input may be solicited on specific issues to be debated by the Board such as an accommodation review, budget development, or other matters. In these cases, an alternate process to receive input will be established.