

School District 70 (ALBERNI)

PROTOCOL FOR PETITIONS/DELEGATIONS/PRESENTATIONS

EXTRACT FROM POLICY 7300 BOARD PROCEDURE

- 9.1 Petitions may be received at both Public and In-Camera meetings. In-Camera petitions are appropriate where the topic includes personnel matters, employee or student names.
- 9.2 Petitions must be submitted in writing by noon Wednesday preceding the meeting and to include the name(s) of the presenters, the general nature and viewpoint of the petition, and the specific action requested. Copies of the written Petition will be circulated to the Board with the agenda on Friday afternoon.
- 9.3 On approval of the Board Chair, emergent Petitions arising after noon on Wednesday preceding the Board meeting may be presented at the Board meeting. The Petition must be submitted in writing to the Board when making the presentation.
- 9.4 The Board Chair may limit the number of Petitions to be presented at any single meeting.
- 9.5 Petitions are directed to the Board of School Trustees as a corporate body, not individual trustees.
- 9.6 Petitions are not accepted from individuals or entities soliciting business from the Board.
- 9.7 Petitions shall be limited to ten minutes unless the Chair, prior to the commencement of the Petition, approves an extended time frame.
- 9.8 The Board will hear the Petition, ask questions for clarification and refer the Petition to the Unfinished Business/New Business section of the agenda.
- 9.9 The Board may also receive a Delegation at a Public or In-Camera meeting. A delegation differs from a Petition in that there is no specific request to the Board. The guidelines for a Delegation shall generally follow those of a Petition described above.