

## 11:00

### BOARD DELEGATIONS

- 11:01 Persons or groups wishing to appear before the Board as delegations must register their intention with the Director of Education and Secretary-Treasurer of the Board or delegate by 4:30 p.m. on the Agenda Deadline Date, being seven (7) days prior to the date of the Regular Board meeting.
- 11:02 The Chair will permit only three (3) delegations to present briefs at any one meeting of the Board.
- 11:03 Upon receipt of a public request to make a delegation in accordance with the parameters outlined in this By-Law, the Chair will:
- i) Review the request and determine whether the delegation will be heard;
  - ii) Determine if the approved delegation request will be heard before the whole Board; in a session of the Committee of the Whole Board; referred to a committee of the Board; or referred to the Director of Education and Secretary-Treasurer of the Board to determine appropriate action(s); or,
  - iii) Determine the Regular Board meeting date that the delegation will be heard.
- 11:04 Following approval to hear the presentation, before the full Board or a committee of the Board, the delegate for the group (or individual) shall be notified of the meeting date and time.
- 11:05 Delegates will be notified through the Office of the Director of Education and Secretary-Treasurer of the Board if the delegation will not be heard and the reasons for the decision if it will not be heard.
- 11:06 Notwithstanding Section 11:01 and 11:02, the Board Chair shall permit a delegation to be heard if they deem the nature of the business to be of a serious or emergent nature.
- 11:07 Anyone, except Simcoe Muskoka Catholic District School Board trustees and employees, has the right to present as a delegation on any matter within the jurisdiction of the Simcoe Muskoka Catholic District School Board and provided it does not concern an individual circumstance. Employees may address the Board on personal issues, but special restrictions apply when presenting on matters of:
- (a) Collective agreements to which the Simcoe Muskoka Catholic District School Board is a party.\*
  - (b) Employee organizations to which the speaker is, or is eligible to be, a member.\*

*Such submission(s) shall be dealt with as required by the appropriate Collective Agreement or shall be presented by the spokesperson of the relevant organization(s).*

- 11:08 At the time of registration, each delegation will indicate the title and subject matter to be presented, the name of the speaker, and on whose behalf the delegation is appearing. Each delegation must designate not more than two (2) people as spokespersons and no other members shall be permitted to participate.
- 11:09 The delegation will submit one copy of its verbatim full script to the Office of the Director of Education and Secretary-Treasurer of the Board no later than the Friday before the Board or Committee Meeting date.
- 11:10 It shall be indicated by the Board Chair to the delegate who will make the presentation that they may be subject to clarifying questions by Board members. The delegate, however, shall not be able to ask questions of Board members because the presentation is received for information only and not subject to debate. The presentation must be confined to the written submission and is limited to fifteen (15) minutes.
- 11:11 (a) If the delegate intends to use the name/title/position of a staff member, trustee or member of Simcoe Muskoka Catholic District School Board community in a negative, critical or derogatory fashion, the delegate will be heard in the Committee of the Whole.
- (b) At the discretion of the Chair, the delegation may be halted if the delegate deviates from their submitted verbatim full script.
- 11:12 As soon as the Board Chair is satisfied that all points have been clarified, the Board Chair will close the presentation by thanking the delegate and stating that the matter will receive consideration by the Board.
- 11:13 Where pertinent, the matter may be referred to Board staff or other relevant committee, including Committee of the Whole for review or discussion, in a timely manner.
- 11:14 A response to the brief will be communicated in writing with a copy to all trustees in a timely manner.

Section 11:08 – Revised – Board Meeting #05 – Wednesday, 25-February-2009  
 Sections 11:01, 11:07 and 11:08 – Revised - Board Meeting #8 – Wednesday, April 11, 2012  
 Sections 11:06, 11:10 and 11:11 Revised – Board Meeting #07 – Wednesday, May 9, 2016  
 Reviewed - Board Policy Review Committee Meeting #01 - Wednesday, January 25, 2017  
 Revised - Sections 11:03, 11:06 and 11:08 a) and c) - Board Meeting # 05 - Wednesday, April 04, 2018  
 Reviewed - Board Policy Review Committee Meeting #03 - Wednesday, April 3, 2019  
 Revised - Sections 11:01 and 11:06 -Board Meeting #07 - Wednesday, April 24, 2019  
 Reviewed - Board Policy Review Committee Meeting #01 - Wednesday, January 29, 2020



SIMCOE MUSKOKA CATHOLIC  
DISTRICT SCHOOL BOARD

Reviewed - Board Policy Review Committee Meeting #01 - Wednesday, January 27, 2021

Revised - Board Meeting #04 - Wednesday, February 3, 2021

Sections 11:01, 11:03, 11:04, 11:05, 11:07, 11:10, 11:11, 11:12 and 11:13 - Reviewed - Board Policy Review Committee Meeting #06 - Wednesday, October 6, 2021

Sections 11:01, 11:03, 11:04, 11:05, 11:07, 11:10, 11:11, 11:12 and 11:13 - Reviewed - Board Meeting #12 - Wednesday, October 20, 2021

Reviewed - Board Policy Review Committee Meeting #06 - Wednesday, October 5, 2022

Reviewed: Board Meeting #10 - Wednesday, October 19, 2022