

## COMMUNITY MEMBER INPUT & CONSULTATION

- 1 The WBE Board welcomes community input from students, parents, and members of the community about the policies, practices, issues and ideas concerning the overall education system in Wikwemikong.
- 2 Members of the community may wish to provide input to the Board on issues of concern and opportunities for growth to the education system. This process is not intended for such input to address confidential personal, property, or legal matters. The Education Director should be contacted for assistance in handling all concerns related to these aforementioned items.

Parents and students are encouraged to address local school-based issues through the appropriate teacher, principal or School Council, as outlined in the *COMPLAINT resolution process* found under the Board Public Participation section.

Where an alternate means to receive community input on a specific issue has been put in place, members of the community will be encouraged to use the alternate process (ie. Community posting on website- see 12.1 and 12.2 below)

- 4 To appear before the Board, the Presenters' Package (see below) must be filled out in full and forwarded to the Administrative Assistant prior to the request being considered. The Presenters' Package is available also on the Board of Directors' section of the website.

The Chair will review all requests to provide input to ensure that material to be covered complies with the requirements. The Chair in cooperation with the Education Director (E/D) will determine the suitability of materials for distribution. Presenters will receive notice of the Chair and E/D's decision regarding the request for community input.

- 5 The Administrative Assistant shall inform the individual or group making a presentation of the date of the meeting and the approximate time when the presentation will be heard.
- 6 The Board will be advised of all presentation requests through the Chairperson.
- 7 Oral presentations will be a maximum of 5 minutes for individuals and 10 minutes for groups.
- 8 Oral presentations should address the concerns and opportunities identified in the Presenters' Package. If the materials presented differ substantially from the written submission, the Chairperson has the right to rule the presentation out of order.
- 9 At the conclusion of each community presentation, Board members may ask questions of clarification. No action may be taken at the meeting of the presentation; however, a motion may be brought to the next regular Board meeting under "Business Arising." Administration may provide brief responses of clarification to questions raised by Board members.

### 10 Requested Input on Specific Issues

- 12.1 Community input may be petitioned on specific issues to be debated by the Board such as an reviews, the development of the budget, or other issues. In these cases, an alternate process to receive input will be established and shared on the Board's website.
- 12.2 If not otherwise defined in the alternative process, applications for community input must be submitted to the Administrative Assistant no later than eight (8) working days prior to the meeting scheduled for community input.



Please indicate with whom your presentation has been shared:

- School Administration      Name:
- Education Director      Name:
- Parent Council Council      Name:
- Community Organization      Name:
- Other - Please specify      Name:

In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, presenters must ensure that their public presentations do not include the names of specific staff/students, or comments about staff/students that could indirectly identify such persons. Presentations must not contain inappropriate comments regarding staff, students or members of the community.

It is expected that presenters will conduct themselves in a respectful manner when addressing the Board.

## 5. APPENDICES

Please provide any attachment referred to in your report and to which you would like the Board to consider. These may include charts, tables, forms, lists or supporting documents.

Only the materials accompanying your application will be distributed. No additional materials may be handed out at the time of your presentation.

## 6. SCHEDULING OF YOUR PRESENTATION

Forward your completed application to the Administrative Assistant, **Andrea Wemigwans** at the WBE Board Office 705-859-3834, 34 Henry Street, Wikwemikong, Ontario P0P 2J0  
[awemigwans@wbe-education.ca](mailto:awemigwans@wbe-education.ca)

You will receive confirmation of receipt of your application along with any additional instructions by email (preferred) with a hard copy mailed. Individual presentations must be no longer than 5 minutes; group presentations are no longer than 10 minutes.

All power point presentations must be received in advance.