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## PUBLIC PRESENTATION TO DISTRICT EDUCATION COUNCIL

### Governance Process<sup>2</sup>

4.7 The District Education Council believes it is important to hear from parents, guardians, students and community on matters related to the DEC mandate. The public may express their views to the DEC as follows:

- a) during the public comments section of a public meeting,
- b) by submitting a request to present to the DEC, or
- c) when meetings are conducted virtually, comments from the public may be made in writing via email to: [asdsinfo@nbed.nb.ca](mailto:asdsinfo@nbed.nb.ca) or regular postal service.

4.7.5 Groups or individuals wanting time to present at a public meeting must follow these guidelines:

a) A *Presentation Request Form* is available from the District Office. The form outlining the objective and nature of the presentation must be completed and submitted to the DEC at least ten working days prior to the public meeting for which the request is made. The DEC Chair will determine if and when a presentation will be scheduled. The DEC Chair shall inform the DEC of all such requests and the action taken. The Superintendent shall inform the group or individual as to the date, time and location of the meeting at which they will be received.

b) A legible copy of the presentation must be provided to the DEC Chair at least ten working days prior to the presentation.

c) Presenters should understand all DEC members have received the presentation in advance and have had the opportunity to read the presentation materials prior to the meeting.

d) Groups may have no more than two spokespersons presenting to the DEC. After the spokespersons have spoken, the Council members shall have the opportunity to ask questions for clarification. Unless varied by the DEC, time allotted for a presentation and questions will be 15 minutes.

e) If there is an action/decision requested of the DEC, the Chair will indicate if the decision is to be released at a subsequent public meeting or by letter to the presenters.

**DRAFT**



Anglophone South  
SCHOOL DISTRICT

District Education Council

490 Woodward Avenue  
Saint John, New Brunswick

CONTACT INFORMATION	
Your Name:	Date:
Organization Name (if applicable):	
Phone Number:	Email:
PRESENTATION INFORMATION	
Date of Event:	
Length of Presentation (15 min):	
Purpose of Presentation:	
Topics to be Covered:	
Technology Required:	

Copy of presentation attached.

**DRAFT**