



**Policy Section: Trusteeship and the Board**

**200**

*Policy Name:* Presentations/Delegations

*Attachment:* Presentations/Delegations Information Sheet

**205**

Please complete the following and return to your local school or Board Office prior to the regular Board meeting of:

DATE \_\_\_\_\_

1. NAME OF SPOKESPERSON: \_\_\_\_\_

2. MAILING ADDRESS: \_\_\_\_\_

3. TELEPHONE NUMBER: \_\_\_\_\_

4. APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE BOARD MEETING: \_\_\_\_\_

5. DATE OF PRESENTATION/DELEGATION: \_\_\_\_\_

6. PURPOSE OF PRESENTATION/DELEGATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Presentation Method:       In Person                       Via Teleconference

8. I understand and agree to present the presentation/delegation in accordance with the procedures as outlined in the attached policy.

I also understand that presentations must be submitted in written or by electronic format by 4:30 p.m. on the **Thursday, eight business days** preceding the presentation. If the presentation is not received in this timeframe, the presentation will be cancelled.

\_\_\_\_\_  
Signature

NOTE: Please note the attached policy re delegations.

**PRINCIPAL: Please fax to the Dryden Board Office at (807) 223-8389, or email to [mary.helie@kpdsb.on.ca](mailto:mary.helie@kpdsb.on.ca)**