

NOTICE
ANNUAL GENERAL ASSEMBLY (ONLINE MEETING)

DATE: September 8, 2021

TIME: 7:00PM

LOCATION: Via Zoom

Dear Parents/Guardians,

You are cordially invited to attend our school's Annual General Assembly. The AGA is an important meeting where parents may be elected on our school's governing board or on the parents' committee of the Sir Wilfrid Laurier School Board.

We ask that you confirm your presence by September 7 at **noon** by completing the following [online attendance form](https://bit.ly/329LqfA) (or copy this url in your web browser: <https://bit.ly/329LqfA>).

The link to **join the Zoom meeting will only be e-mailed to parents who have confirmed their presence** through the online attendance form. Each parent must complete the attendance form and indicate an individual email. Only one form must be completed per parent.

The **zoom link will be sent on the day of the AGA meeting and is reserved solely for parents attending our school**. Therefore, by completing the attendance form, you accept and agree not to forward the zoom link to a third party.

All parents who confirmed their presence via the online attendance form will also receive, the day before the meeting, an email containing a username and password. The email will be titled "**Online Voting AGA - Information**" (please verify your spam inbox). This information is very important and will be used for online voting purposes. Please do not reply to this email.

In order to be able to proceed on time, we kindly ask all attendees:

- to log into the meeting 15 minutes ahead of time. (You will be placed in the Zoom waiting room until the meeting starts)
- make sure your Zoom profile indicates your correct name.

We are pleased to share with you the agenda for our meeting which you will find below. Our governing board's 2020-2021 report and our minutes from our last Annual General Assembly are also attached herewith.

We look forward to seeing all of you at our online Annual General Assembly!

GB Chairperson Irene Tsimiklis

Chantal Theoret

Principal

General Assembly of Parents 2021 Agenda

1. **Opening of the Meeting**
2. **Naming of Secretary**
3. **Approval of the Agenda**
4. **Reminder – Email titled *Online Voting AGA – Information***
5. **Approval of Minutes of last year's Minutes**
6. **Governing Board & Parents' Committee**
 - 6.1 **Roles and Functions of the Governing Board & Parents' Committee**
 - 6.2 **Presentation of the GB Annual Report 2020-2021**
 - 6.3 **Word from the PC delegate**
 - 6.4 **Introduction of the Current Members on Governing Board**
 - 6.5 **Precisions Regarding Available Seats & Duration of Mandates**
 - 6.6 **Explanation regarding the Election Procedure**
 - 6.6.1 **Nominations Received Ahead of Time**
 - 6.6.2 **Additional Nominations, if any**
 - 6.6.3 **Candidates Present Themselves**
 - 6.7 **Election of Parent Representatives on the Governing Board**
 - 6.8 **Election of Substitute Parent Representatives on the Governing Board**
 - 6.9 **Election of the Parent Delegate**
 10. **Election of the Alternate Parent Delegate**
7. **Parent Participation Organization (PPO) or Home and School**
 - 7.1 **Roles and Functions of the Home and School**
8. **Closing of the Meeting**