

NOTICE
ANNUAL GENERAL ASSEMBLY (ONLINE MEETING)
Margaret Manson Elementary School

DATE: September 16, 2020

TIME: 7:00pm

Dear Parents/Guardians,

In conformity with section 47 of the Education Act, you are cordially invited to attend our school's Annual General Assembly. This year, our Annual General Assembly will be held via Zoom. We ask that you **confirm your presence three days before the meeting at noon** by completing the following online attendance form:

➤ <https://secure.innovision.qc.ca/lbpsb/pub/InscriptionVote.aspx>

Once completed, you will receive an email acknowledging receipt of the completed form.

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 whose children attend 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 sent from evooxsysteme@innovision.qc.ca and will be titled "*Online Voting AGA - Information*". Please verify your spam inbox if you believe you did not receive it on the day of the meeting. This information will be used for online voting purposes. Please do not reply to this email.

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

- to log into the meeting 20 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. Please note that this meeting will be reserved to the items on the agenda related to our Annual General Assembly. For any questions regarding our back-to-school protocols, you may communicate with Sue Larivière directly.

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

Nadia Iacino
(GB CHAIR)

Sue Larivière
(ACTING PRINCIPAL)

General Assembly of Parents 2020

Agenda

- 1. Opening of the Meeting**
- 2. Naming of Secretary**
- 3. Approval of the Agenda**
- 4. Approval of Minutes of last year's General Assembly of Parents**
- 5. Adoption of the Online Election Procedure**
- 6. Governing Board**
 - 6.1 Roles and Functions of the Governing Board**
 - 6.2 Presentation of the Annual Report 2019-2020**
 - 6.3 Introduction of the Current Members on Governing Board**
 - 6.4 Precisions Regarding Available Seats**
 - 6.4.1 Nominations Received Ahead of Time**
 - 6.4.2 Additional Nominations, if any**
 - 6.4.3 Closing of Nominations**
 - 6.4.4 Candidates Present Themselves**
 - 6.5 Election of Parent Representatives on the Governing Board**
 - 6.6 Election of Substitute Parent Representatives on the Governing Board**
- 7. Parents' Committee**
 - 7.1 Roles and Functions of the Parents' Committee**
 - 7.2 Election of the Parent Delegate**
 - 7.3 Election of the Alternate Parent Delegate**
- 8. Formation of a Parent Participation Organization (PPO), if applicable**
 - 8.1 Roles and Functions of the Parent Participation Organization (PPO)**
 - 8.2 Decision Regarding the Formation of a PPO**
- 9. Varia**
- 10. Closing of the Meeting**