

**PUPIL ACCOMMODATION REVIEW  
John XXIII and Corpus Christi Schools**

**GUIDELINES FOR PUBLIC INPUT**

As required by the Pupil Accommodation Review Policy of the Nipissing-Parry Sound Catholic District School Board, the Board will be holding a Special Meeting for public input regarding the Accommodation Report and Recommendation filed by the Accommodation Review Committee, and the Director's Report. The special meeting is scheduled for **Tuesday, April 22, 2014 at 6:30 p.m.** at St. Joseph-Scollard Hall Catholic Secondary School (Cafeteria), 675 O'Brien Street, North Bay Ontario.

The following Guidelines describe the public meeting process.

The public meeting will follow the Rules and Regulations of the Board for public delegations in modified form, as set out below. The modifications are intended to facilitate public participation.

- a) Written application requesting the opportunity to appear as a delegate must be submitted to the Secretary of the Board no later than **noon on April 16, 2014**, as follows:

Anna Marie Bitonti, Director of Education/Secretary of the Board  
Nipissing-Parry Sound Catholic District School Board  
1000 High Street,  
North Bay, ON P1B 6S6  
[arc@npssc.ca](mailto:arc@npssc.ca)

- b) The following information must be included with this application:
- i) The name of the organization/individual(s) or party(ies) who will be making the presentation;
  - ii) Their authority/title/position with the organization (if applicable);
  - iii) A complete mailing address;
  - iv) A day time telephone number;
  - v) A number where they can be reached after business hours;
  - vi) A fax number (if available); and
  - vii) An e-mail address (if available)

- c) Delegations are encouraged to send the presentation in as soon as possible so that it can be provided to and reviewed by Trustees prior to the meeting. Presentations that are received on a timely basis will be considered in the Director's follow-up report to the Board, in which the Director will report on and respond to the presentations made by the public. A presentation that is submitted late may not be addressed in the Director's follow-up report although it will be made available to the Trustees.
- d) The identified spokespersons will address the Trustees from the podium.
- e) The spokespersons are expected to provide comments that are relevant to the subject matter of the meeting. If a previous delegation has already addressed the matter and the delegate is being repetitive, the Chairperson of the Board may request the delegate to simply express support for an earlier presentation and may reduce the following speaking times available to the delegate accordingly.
- f) The time for each public delegation to speak, excluding the question and answer period, is not to exceed ten (10) minutes.
- g) Delegates who have a similar perspective are encouraged to cooperate in appointing spokespersons in addressing the Board.
- h) Delegations from the same school community on the same point of view shall be limited to a combined total of fifteen (15) minutes.
- i) Delegations who are unrelated to a particular school community but who are speaking on a common issue shall be limited to a combined total of fifteen (15) minutes.
- j) Trustees may ask questions of the delegation for clarification only, for a period of time which shall be at the discretion of the Chairperson.
- k) The Chairperson will apply the normal Board practices in respect of decorum and order at the meeting.