



POLICY NAME	PUBLIC QUESTION PERIODS (BEDH)
Original approval date	1997-09-25
Last review date	2000-09-05; 2025-05-06
Next review date	2029-2030
Related documents	N/A

**1. PURPOSE AND SCOPE**

- 1.1 This policy is used to administer the public question periods during public meetings of the Council of Commissioners of the New Frontiers School Board (NFSB).
- 1.2 In accordance with Article 168 of the Education Act, a question period must be provided at each public meeting of the Council of Commissioners. The Council of Commissioners establishes the time, duration and procedure for a question period.

**2. DEFINITIONS**

- 2.1 For the purposes of this policy, the following terms will have the following meanings:
  - 2.1.1 *Chair*: presides over the sittings of the Council of Commissioners and maintains orders;
  - 2.1.2 *Question Period(s)*: part of the agenda of a public meeting of the Council of Commissioners that is reserved for members of the public who are present where oral questions may be put to the commissioners;
  - 2.1.3 *Speaker*: member of the public who poses an oral question to commissioners.

**3. POLICY CONTENT**

- 3.1 The Question Period will be a part of each public meeting of the Council and will appear on the agenda.
- 3.2 The Question Period is not a period of deliberation. It is provided to allow members of the public to pose questions.
- 3.3 There will be two Question Periods on each agenda of a public meeting of the Council of Commissioners.
- 3.4 The duration of the first Question Period will be a maximum of 15 minutes, with a maximum of five (5) minutes per Speaker. The duration of the second Question Period will be a maximum of 5 minutes, with a maximum of 1 minute per speaker. These times may be extended by a majority of voting members present.
- 3.5 All questions must be directed to the Chair.
- 3.6 The Speaker must identify themselves.
- 3.7 Questions must be of public interest and be posed briefly and clearly and may not include comments, preamble or conclusion, except for that which is necessary to the comprehension of the question. Questions and responses to questions must always exclude nominative information.
- 3.8 Dialogue or exchange between the public and members of the Council or members of the directorate will not be permitted.
- 3.9 Questions and answers will not normally be recorded in the minutes of the meeting.
- 3.10 The Chair may, at any time, end the Question Period, deny an individual the right to speak or intervene as required in order to maintain order of deliberations, to ensure decorum and to avoid inappropriate language.

**4. AUTHORITY**

- 4.1 This Policy and its organizational guide(s) are administered under the authority of the Secretary General.

**5. REVIEW**

- 5.1 The Secretary General will review this policy at least once every five (5) years.