

ONTARIO PUBLIC SCHOOL BOARDS' ASSOCIATION

GUIDELINES FOR SUBMISSION OF POLICY RESOLUTIONS TO THE ANNUAL GENERAL MEETING 2016

1. Policy resolutions should reflect the corporate position of a member school board and address issues that have provincial implications. Proposals for action by OPSBA should be clearly identified.
2. Resolution(s) should clearly indicate that they are being submitted for consideration at the Annual General Meeting (please use a policy resolution form). For clarity, it imperative that a written rationale and any helpful background material be submitted with the resolution(s).
3. The DEADLINE for receipt of resolutions is Friday, April 1, 2016.
4. The policy resolutions received will be reviewed on April 29 by OPSBA's Executive Council (acting as a Policy Resolutions Review Committee). The Executive Council may make recommendations to the Annual General Meeting regarding the disposition of the resolutions. Recommendations from Executive Council may suggest alternative wording, or that the resolution be referred to an appropriate work group for further review. If any action of this nature is taken, the member board submitting the resolution will be notified.
5. Proposed resolutions, together with comments and recommendations from Executive Council will be forwarded electronically to member boards for their review and consideration prior to the Annual General Meeting.
 - Resolutions received after April 1, 2016 but BEFORE May 2 will be numbered and printed in the annual general meeting handbook, but will not have an opportunity to be vetted by Executive Council.
6. Please note that resolutions received in the OPSBA office AFTER May 2 will not have arrived in time to be included in the annual general meeting handbook and must be presented to the membership following guidelines for presentation of resolutions from the floor of the AGM (*See #8 below*).
8. In accordance with the OPSBA Constitution (Section 16.03) resolutions may also be presented directly to the Annual General Meeting providing that a two-thirds majority of voting delegates is in agreement, and sufficient copies of the resolution are provided in writing for the assembly once agreement to consider the new resolution is obtained.
9. Policy resolutions referred from the Annual General Meeting to a Work Group:
In accordance with the OPSBA Constitution (Section 16.03) any resolution referred by the AGM to a work group for study must be reported back to the membership no later than the next Annual General Meeting. The member board which originally proposed the resolution is entitled to have it submitted to a full vote of the membership at that Annual General Meeting, notwithstanding any position adopted on the resolution by the work group. Any resolutions referred from the 2016 AGM will be reported on to the originating board and to the membership at the April 2016 Board of Directors meeting.



**FORMAT FOR SUBMISSION OF
PROPOSED POLICY RESOLUTION**
By Member Boards for Consideration at the 2016 OPSBA AGM

- In order to have policy resolutions reviewed by Executive Council (Policy Resolution Review Committee), submissions must be received at the OPSBA office by Friday, April 1, 2016.
- Resolutions submitted after April 1, but before May 2, 2016 can be included in the AGM Handbook, but will not have an opportunity to be vetted by Executive Council.
- Resolutions received after May 2 will not be published in the AGM Handbook and will need to be presented by the submitting board as a 'Late Resolutions' from the floor of the AGM in accordance with Section 16.03 of the OPSBA Constitution and By-Laws. For further details, please refer to #8 in the Guidelines for Submitting Policy Resolutions at the AGM.

ORIGINATING MEMBER BOARD: _____

Date: _____ Submitted By: _____ Title: _____

(A) RATIONALE/BACKGROUND INFORMATION:

(In addition to the background/rationale, please be sure to include any proposed action to be taken by OPSBA. You may also attach additional information which may be helpful.)

(B) RESOLUTION:

Be it resolved, that OPSBA