

**BEACON HILL ELEMENTARY SCHOOL**  
**Annual General Assembly of Parents**  
**Thursday, September 28th, 2023**  
**Agenda**

1. Opening & Welcome
2. Naming of AGA Secretary (motion)
3. Approval of Agenda (motion)
4. Approval of Minutes of last year's Annual General Assembly of Parents (motion)
5. Role and Function of Governing Board, Parents' Committee, SNAC and PPO
6. Election Procedure
7. Nomination of Elections Officials: President & secretary of election, ballot counters
8. Governing Board
  - 8.1. Introduction of current members (those in 2<sup>nd</sup> year of their term)
  - 8.2. Election of new Governing Board Parent Representatives
  - 8.3. Presentation of Annual Report (on the school website)
  - 8.4. Naming of new Governing Board Parent Representatives
  - 8.5. Survey to establish if there are any elected GB parent representatives that both have a child on an IEP **and** who are interested in becoming the school's IEP Rep/ liaison to SNAC
    - 8.5.1. Vote by assembled parents on whether to fill the **optional** IEP Rep position (*only if there are any candidates*)
    - 8.5.2. Election of the IEP Rep (*only if vote to fill the optional IEP Rep position is approved and there is more than one nominee*) **or** naming of the IEP Rep (*if vote to fill the optional IEP Rep positions approved and there is only one nominee*)
  - 8.6. Election of substitutes
9. Parents' Committee
  - 9.1. Parents' Representative Report
  - 9.2. Election of Parent Representative
  - 9.3. Election of Alternate Parent Representative
10. School-based Parent Participation Organization
  - 10.1. Presentation of Annual Report (*if applicable*)
  - 10.2. Formation and naming of PPO (motion)
  - 10.3. Election of new PPO members (*if motion is approved*)
11. Destruction of Ballots (motion)
12. Dates of first meetings
13. Adjournment