

**THE PROTESTANT SEPARATE SCHOOL BOARD  
OF THE TOWN OF PENETANGUISHENE**

**POLICY MANUAL**

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**POLICY TITLE:**

**SECTION/CODE:**

**Procedures for Debate**

**Board By-Laws 1 – X**

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**APPROVAL DATE:**

**SUPERSEDES:**

**NUMBER OF PAGES:**

**REVIEW DATE:**

**January 13, 2025**

**January 11, 2021**

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**January 2029**

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**BY-LAW X**

**PROCEDURES FOR DEBATE**

1. The Chair is responsible for enforcing the Rules of Order during all Board meetings.
2. The Rules of Order to be followed shall be in accordance with the *Education Act* and Board By-Laws.
3. Each member is entitled to speak twice on every question.
  - 3.1 A member speaking for the second time shall speak only in answer to points raised during discussion.
  - 3.2 All members shall confine themselves to the question in debate when speaking.
4. A speaker may only be interrupted on a Point of Order.
  - 4.1 The Chair will decide any Point of Order raised during debate.
  - 4.2 Any member may challenge the Chair's ruling on a Point of Order. The matter will then be put to vote without further discussion.
5. The Chair shall determine the order of speakers.
  - 5.1 Preference shall be given to any member who has not yet spoken.
6. The Board will not tolerate foul language, discriminatory remarks, or any speech or behaviour that infringes upon the rights and freedoms of other members.
7. Any motion put before the Board must have a mover and a seconder.
8. The Chair shall put a question or motion to vote when each member has had an opportunity to speak.

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- 8.1 The vote shall be taken by a show of hands.
- 8.2 The Supervisory Officer shall count the votes and announce the result.
- 9. All motions and resulting vote shall be recorded by the Administrative Assistant in the Minutes of the Meeting. The mover and seconder of the motion will be recorded by the Administrative Assistant and put into the meeting minutes for the official record. No signatures will be required.