

<b>BY-LAW NO. 04- MEETINGS OF THE EXECUTIVE COMMITTEE</b>		<b>Adopted: April 26, 2022</b>
		<b>Effective: May 6, 2022</b>
<b>Source:</b> <b>Education Act (EA)</b> <b>Executive Committee</b> <b>Secretariat General</b>	<b>Amended:</b> <b>ETSB 22-04-57      2022-04-26</b>	<b>Reference Number:</b>  <b>B004</b>

1. Regular Eastern Townships School Board (ETSB) Executive Committee meetings will be held on the Fourth Tuesday of each month of the school year at 6:00 pm at the ETSB Administrative Building situated at 340, Saint-Jean-Bosco Street, Magog;
2. Extraordinary Executive Committee meetings may be convened by the Chairperson or two (2) members of the Executive Committee by a forty-eight hour (48h) notice sent by the Secretary General to each member of the Executive Committee. The Secretary General gives a forty-eight hour (48h) public notice as well. (CQLR 163);
3. Notice of extraordinary meetings must indicate the time, the date, the location and the purpose or topic of the meeting. Only such items may be considered at the meeting unless all the members of the Executive Committee are present and decide otherwise. (CQLR 164);
4. The presence of a member constitutes a waiver of notice of the meeting unless they attend the meeting in order to object to holding the meeting. (CQLR 165);
5. The quorum required for an Executive meeting will be a majority of its voting members. (CQLR 160);
6. Members of the Executive Committee may participate in a meeting by any means that allows those participating in or attending the meeting to communicate directly with each other. A member of the Executive Committee who participates in a meeting through such means is deemed to be present at the meeting and forms part of the quorum. At least one member of the Executive Committee and the Director General must be physically present at the meeting's location. (CQLR 169);