

### The Public School.

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### III.

#### PUBLIC SCHOOL MEETINGS.

In any portion of the province not surveyed into townships, the inhabitants, who are at least twenty-one years of age, may hold a public meeting to elect three of their number to serve as public school trustees. As the method of calling such meeting is not prescribed by the School Act, it is presumed that any method, that will give sufficient publicity, as to the time, place and object of the meeting will be recognized. The method of conducting the meeting should be the same as that practiced at a first meeting in a new section in an organized township.

In a township where a Municipal Government has not been established, after the inspector has formed a school section, any two of the petitioners for the formation of the section may call the first school meeting. In calling and conducting this meeting the same procedure is to be followed, as for a first meeting in a new section in an organized township.

When a new school section is formed in an organized township, the clerk of the municipality, shall cause the notices calling the first meeting, to be posted. The time of holding this first meeting is to be the same as for annual meetings in organized school sections. The business of this meeting is the election of three trustees. The first elected shall continue in office for three years, the second for two years and the third for one year.

Ratepayers only have a right to vote at the election of trustees or on any other school question. A ratepayer is defined as any one who is entered on the last revised assessment roll as a public school supporter or who has a vote at municipal elections as a farmer's son. Any resident ratepayer is eligible for election as trustee.

#### ANNUAL SCHOOL MEETING.

An annual school meeting of the ratepayers shall be held in every school section on the last Wednesday in the year, or if that be a holiday, then on the day following, commencing at the hour of ten o'clock in the forenoon.

Should the annual or the first school meeting not be held at the proper time, from lack of proper notice or other cause, the inspector or any two ratepayers may call a school meeting. The same mode of calling and conducting this meeting shall be observed as for a regular annual meeting.

The ratepayers present at any school meeting shall organize the meeting by electing one of their number to act as chairman and appointing a secretary.

#### CHAIRMAN.

The chairman shall submit all motions to the meeting in the manner desired by a majority of the ratepayers present.

Motions should be so framed that the ratepayers may express their will on each question before the meeting, separate from other questions. In case of an equality of votes the chairman shall give the casting vote but no other. His decision on any point of order shall be subject to an appeal to the meeting. It is also the duty of the chairman to send a correct copy of the proceedings of the meeting to the inspector forthwith.

#### SECRETARY.

It is the duty of the secretary appointed to make an accurate minute of the proceedings of the meeting and to notify in writing each person elected as trustee. Every person so notified of this election shall be considered as having accepted such office; unless a notice to the contrary effect be delivered by him to the chairman within twenty days of the date of the meeting.

A trustee may resign his office with the consent expressed in writing of his colleagues. A retiring trustee may be re-elected with his own consent, otherwise he shall be exempt from serving as trustee for four years next after leaving office. A trustee elected to fill a vacancy shall hold office only for the unexpired term of the person in whose place he has been elected.

#### ORDER OF BUSINESS.

The following order of business at an annual school meeting is suggested by the Education Department:

1. Organization of the meeting.
2. Receiving the annual report of the trustees and disposing of the same.
3. Receiving the annual report of the auditors and disposing of the same.
4. Election of an auditor for the following year.
5. Miscellaneous business.
6. Passing a resolution instructing trustees to insure school house and furniture.
7. Fixing amount to be paid the secretary or secretary-treasurer of the trustee board for the following year, for his services as secretary and for attending to repairs of school house and premises.
8. Election of trustee or trustees.

#### SPECIAL MEETINGS.

A special school meeting is necessary:

1. To fill a vacancy caused by the removal of trustee from office.
2. For the selection of a school site.
3. To authorize, by resolution of the ratepayers present, the trustees to apply to the township council for funds for the purchase of a school site, for the erection of a school house or an addition thereto or for the purchase or erection of a teacher's residence.
4. For the appointment of an auditor, and as the "Act" states for any other lawful purpose.

It is the duty of the Secretary of the board of trustees to call every annual school meeting and to call a special meeting of the ratepayers when directed

to do so by the trustees or when petitioned to do so by ten ratepayers. He shall call any of these meetings by causing notices of the time, place and objects of such meeting to be posted in three or more public places in the section.

#### POLLING A VOTE.

A poll may be demanded by any two ratepayers at any school meeting for the election of trustees or for the settlement of any school question and such poll shall be granted by the chairman forthwith, if demanded within ten minutes after the vote of the meeting has been declared from the chair.

The poll shall not close before twelve o'clock noon, but may close at any time thereafter when a full hour has elapsed, without any vote being polled and shall not be kept open after four o'clock in the afternoon, of the day when the voting began.

The chairman and secretary shall count the votes polled and the chairman shall declare the candidates elected or the question carried for which the highest number of votes was polled. In case of a tie the chairman shall give the casting vote.

A correct copy of the poll-book shall be returned, with the minutes of the meeting, to the inspector.

When complaint in writing is made to the inspector by any ratepayer within twenty days after the date of the meeting complained of, that the proceedings of any meeting were not conducted in conformity with the provisions of the School Act, the inspector shall investigate the matter and confirm or set aside the proceedings complained of. If the proceedings are set aside the inspector shall appoint a time and place for a new meeting, when the matter complained of shall be reconsidered by the ratepayers.

#### ELECTION OF TRUSTEES.

The intention of the School Act is that no school corporation shall cease to exist by reason of the want of trustees, as each trustee who is not otherwise disqualified, than by lapse of time, shall continue in office until his successor has been elected. But should a want of trustees exist, any two ratepayers or the inspector may call a meeting of the ratepayers for the election of the necessary trustees. The mode of calling and conducting the meeting shall be the same as for a regular annual meeting.

When the ratepayers of any school section, for two years, neglect or refuse to elect trustees, the township council may appoint trustees for such school section, who shall hold office for the same term as if elected by the ratepayers, or the township council may by by-law declare such section dissolved and shall in that case attach the same, in such proportions as they may deem expedient to adjoining sections. The assets of a section so dissolved shall be disposed of, as may be determined by the municipal council.