



Section 1000 – Board Governance

“Together We Learn”

1030 – INAUGURAL AND ANNUAL BOARD MEETINGS

Introduction

The purpose of this Policy is to explain how Inaugural and Annual Meetings of the Board of Education are organized.

Policy

1. Inaugural/Annual Meeting

- 1.1 Following the General Election of School Trustees, the date of the Inaugural Meeting shall be determined in accordance with the School Act.
- 1.2 The Annual Meeting of the continuing Board shall be held in November.
- 1.3 The Meeting shall be chaired by the Secretary-Treasurer/CFO or designate, until a Chair of the Board is elected by secret ballot or by acclamation.

2. The agenda for the Inaugural and Annual Meetings shall usually be:

- 2.1 a report on the election results;
- 2.2 administration of oath of office;
- 2.3 declaration of the composition of the current Board;
- 2.4 election of the Board Chair, Vice-Chair and Board Standing Chairs by way of private ballot in a voting booth;
(For the election of the Board Chair, Vice-Chair and Board Standing Chairs, the majority vote process will be used.)*
- 2.5 approval of the agenda;
- 2.6 banking authorization;
- 2.7 cheque signature form;
- 2.8 election of the BC School Trustees Association Provincial Councilor and Alternate;
- 2.9 election of the BC Public School Employers' Association Representative and Alternate;
- 2.10 Trustee comments;
- 2.11 setting regular meeting dates and times;
- 2.12 destroying of the ballots (if any).



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3. The Board may separate the agenda items between the Inaugural and the first regular public meeting if desired. Items 2.1 – 2.7 and 2.12 shall be included in the Inaugural Meeting and items 2.8 – 2.12 shall be included in the first regular public or Annual Meeting of the Board.

4. Annual Meeting

- 4.1 In the years in which no inauguration is required, the agenda shall consist of the items listed in 2.4 - 2.12 above and shall also include the Chair’s Report.

*British Columbia School Trustees Association's definition of the word majority:
More than half of those present to vote.

Former Policy 115 – Inaugural and Annual Board Meetings

Date Agreed: April 23, 1980; September 15, 1980; October 14, 1987;
January 9, 1991; February 9, 1994; September 27, 2000;

Date Reviewed/Amended: November 13, 2002

Date Amended: October 13, 2004; May 25, 2005; March 29, 2006;
June 9, 2010; November 27, 2013; September 10, 2014; February 27, 2019;
September 29, 2021; October 11, 2023

Date Reviewed:

Related Documents: School Act Sec. 67