



MEDICINE HAT PUBLIC BOARD OF EDUCATION
OPERATING AS MEDICINE HAT PUBLIC SCHOOL DIVISION

ORGANIZATIONAL MEETING
CENTRAL OFFICE – BOARD ROOM

TUESDAY, OCTOBER 28, 2025 – 5:30 P.M.

A G E N D A

I. CALL TO ORDER

In accordance with **Section 1(1) of Alberta Regulation 82/2019** entitled **Board Procedures Regulation** (falling under the **Education Act**) the Organizational Meeting of the Board shall be held annually, and at a time and place fixed by the secretary of the board.

- ♦ Call to order the Organizational Meeting for the 2025-2026 year.

II. OATH OF OFFICE

In accordance with Section 75 of the **Education Act**, every trustee shall take and subscribe to the official oath prescribed by the **Oaths of Office Act** before commencing the trustee's duties and shall deposit the oath with the secretary of the board.

- ♦ Superintendent Hensel will administer the Oaths.

III. TERM OF OFFICE OF CHAIR AND VICE-CHAIR

In accordance with Section 1(3) of **Alberta Regulation 82/2019** (Education Act – Board Procedure Regulation) the Board is required to elect one of its members as Chair and another one as Vice-Chair, as well as specify the term of Office of the Chair and Vice-Chair.

In past years, the Board has set the term of office for the Chair and Vice-Chair to a period of one (1) year.

- ♦ Move that the term of office for position of Chair and Vice-Chair remain at one (1) year.

MOTION

IV. ELECTION OF OFFICERS

Trustees will be asked to nominate or put their name forward for the following positions:

1. ELECTION OF CHAIR

Call for nominations for the position of Board Chair:

- ♦ Calling once.
- ♦ Calling twice.
- ♦ Call for a third and final time.

Declaration of a completed slate for the position of Board Chair.

Circulate ballots (if necessary and count).

Collect and count the ballots.

Announce the new Board Chair.

The meeting is to be turned over to the new Chair.

2. ELECTION OF VICE-CHAIR

Call for nominations for the position of Board Vice-Chair:

- ◆ Calling once.
- ◆ Calling twice.
- ◆ Call for a third and final time.

Declaration of a completed slate for the position of Board Vice-Chair.

Circulate ballots.

Collect and count the ballots.

Announce the new Vice-Chair of the Board.

V. BOARD MEETINGS

The Board will be asked to approve the meeting schedule for the 2025-2026 school year, as follows:

- ◆ In Camera Meetings (Committee of the Whole) the 2nd and 4th Tuesday of each month
- ◆ Public Meetings (Regular) on the 2nd Tuesday (3:15 p.m.) and 4th Tuesday (5:30 p.m.) of each month with two exceptions:
 - November 11, 2025, due to statutory holiday, this meeting rescheduled to Tuesday, November 4, 2025.
 - December 23, 2025, meeting cancelled. One regular and one Committee of the Whole meeting to be held in December on December 9, 2025.

MOTION

IV. DESTRUCTION OF BALLOTS (IF ANY)

Hearing no concerns with the ballots or voting process the Board shall authorize the Secretary Treasurer to destroy the ballots used during the meeting.

- ◆ **Move** approval to destroy the ballots (if necessary).

MOTION

VI. ADJOURNMENT

MOTION