



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

ORGANIZATIONAL MEETING

A G E N D A

TUESDAY, OCTOBER 23, 2018 – 6:00 P.M.

I. CALL TO ORDER

In accordance with Section 64 of **The School 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 2018-19 year.

II. TERM OF OFFICE OF CHAIR AND VICE-CHAIR

In accordance with Section 65 (1) of **The School Act**, 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.

III. 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 on Board Chair.

Circulate ballots (if necessary and count).

Collect and count the ballots.

Announce the new Board Chair.

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.

IV. REGULAR BOARD MEETINGS

At the September 11, 2018 Closed Conference meeting, the Board endorsed a meeting schedule for the 2018-2019 school year, as follows:

- ♦ **Regular Meetings** - fourth Tuesday of each month at 6:00 p.m., with the following exceptions:
 - December 25, 2018 Regular meeting will be rescheduled to December 11, 2018
 - April 23, 2019 Regular meeting will be rescheduled to April 9, 2019
- ♦ **Conference Committee Meetings** - second and fourth Tuesday of each month at 3:00 p.m.

The Board will be asked to reaffirm this meeting format.

- ♦ Move approval of the meeting schedule, as presented, for the 2018-2019 school year.

V. 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.

VI. ADJOURNMENT