Portage la Prairie School Division "Dedicated to the Pursuit of Excellence"

BBC-E Organizational Meeting Agenda

School Board Governance and Operations

*Policy Manual: BBC-E

Policy Ref:

ORGANIZATIONAL MEETING AGENDA

Pre-Inaugural Meeting

- 1. Meeting called to order by the Secretary-Treasurer.
- 2. Confirmation of the election results by the Returning Officer. (Election years only)
- 3. Nominating Committee Report.
- 4. Completion of **Disclosure of Personal Interests** form. (See BBF-E2) (Election years only)
- 5. Completion of **Oath of Office** by elected Trustees. (See BBE-E) (Election years only)

Inaugural Meeting

- 1. Clarification of Board officers election procedure:
 - a) voting by secret ballot;
 - appointment of scrutineers (Supervisor of Business and Finance, and Assistant Superintendent);
 - c) ballots to be destroyed.
- 2. Presentation of the report from the Pre-Inaugural Meeting.
- 3. Election of the Chair by majority vote.
- 4. Election of the Vice-Chair by majority vote.
- 5. Motion to accept the slate of officers and committee members.
- 6. The new Chair assumes responsibility for the meeting.
- 7. Invocation (Election Years only).
- 8. Adjournment

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