

# AGENDA

## Inaugural Board Meeting

**Tuesday, November 15, 2022**

Item	Responsibility
1 Call to Order – 7:00 p.m.	K. MacIver
2 Acknowledgement of Traditional Lands	S. Spencer
3 Reading of the official election results	K. MacIver
4 Declaration of Office for Members	K. MacIver
5 Declaration of Oath or Affirmation of Allegiance for Members	K. MacIver
6 Appointment of the First Nations Representative from the Mohawks of the Bay of Quinte	K. MacIver
7 Declaration of Office for the First Nations Representative from the Mohawks of the Bay of Quinte	K. MacIver
8 Approval of the Agenda	K. MacIver
9 Declarations of Conflict of Interest	K. MacIver
10 Review the election process for Board Chair and Vice-chair	K. MacIver
11 Election of Board Chair	K. MacIver
12 Appointment of the newly elected Chair as a member of the Governance and Policy Committee and its chair	K. MacIver
13 Election of Board Vice-chair	Chair
14 Election of four members for the Governance and Policy Committee	Chair
15 Election of Vice-chair of the Governance and Policy Committee from its members	Chair
16 Motion to destroy ballots	Chair
17 Adjournment	Chair

**Organizational and Public Board Meeting: Monday November 21, 2022 at 7:00 p.m.**

Decision    Information   X  

**To:** Hastings and Prince Edward District School Board

**From:** Katherine MacIver, Director of Education

**Re:** Official Returns of the Municipalities

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**Purpose**

To provide the Official Returns of the Municipalities from the October 24, 2022 Municipal Election.

<b>Municipality</b>		
City of Belleville/Thurlow	Trustees for the City of Belleville	Erica Charlton - new trustee elected Amanda Robertson – new trustee elected
City of Quinte West	Trustee for Trenton/CFB Trenton	Kandis Hambly – new trustee elected
	Trustee for Sidney/Frankford	Kristen Parks – returning trustee acclaimed
County of Prince Edward	Trustee for North Prince Edward	Rachael Prinzen – new trustee elected
	Trustee for South Prince Edward	Stacey Lewis – new trustee elected
Municipality of Tweed	Trustee for South Hastings	Shannon Binder – returning trustee acclaimed
Municipality of Hastings Highlands	Trustee for North Hastings	Ron Speck – new trustee acclaimed
Township of Stirling/Rawson	Trustee for Central Hastings	Kari Kramp – new trustee acclaimed

Decision \_\_\_ Information **X**

**To:** Hastings and Prince Edward District School Board

**From:** Katherine MacIver, Director of Education

**Re: Election Process**

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**Purpose**

To provide a review of the election process.

**Background**

At the Inaugural Board meeting, elections are held for the chair and vice-chair of the Board and four members of the Governance and Policy Committee. The chair of the Board will automatically be appointed as chair of the Governance and Policy Committee. A vice-chair for the Governance and Policy Committee will be elected from the four members of the Governance and Policy Committee.

**Appendices**

- Appendix A – Excerpt from HPEDSB By-Laws section 3.4 Election Process

## HPEDSB BY-LAWS

### 3.4 Election Process

The election process will be used to select a Member for each of the following positions of responsibility during the Inaugural and Organizational Meetings of the HPEDSB:

- (a) Chair and Vice-Chair of the Board (Inaugural Meeting);
- (b) Three Members of the Governance and Policy Committee, subject to Sections **Error! Reference source not found.** and **Error! Reference source not found.** (Inaugural Meeting); and
- (c) Chair and Vice-Chair of two remaining Board Standing Committees (Organizational Meeting).

The election process for the HPEDSB will be as follows:

- (d) Voting will be by secret ballot;
- (e) A ballot vote may be taken by paper, electronic means (including fax, email, text, survey software to permit voting on-line or telephone) provided the means ensures the Member only voted once and can indicate a Member's choice without revealing how the individual Member voted, except to the scrutineer;
- (f) Members participating in a meeting to elect candidates must be Present during the discussion leading up to any vote;
- (g) Proxy voting is not permitted;
- (h) The Director shall appoint scrutineers to conduct the election as necessary, but no fewer than two scrutineers shall be appointed;
- (i) The scrutineers will be responsible for distributing, collecting, counting and confirming voting results to the Presiding Officer, without disclosing the count, nor the order of the results;
- (j) The Presiding Officer will call for nominations from Members for positions of responsibility described in Section 0;
- (k) All nominations require a mover and a seconder;
- (l) Candidates may nominate themselves;
- (m) After each nominee is nominated, the Presiding Officer will ask nominees whether they accept the nomination;
- (n) Following a final call for nominations, the Presiding Officer will call for a motion to close nominations. The motion to close nominations requires a mover, a seconder and a Majority Vote;
- (o) Where only one nomination is received for a position described in Section 0, the Presiding Officer will declare that Member acclaimed to the position;
- (p) Where more than one nomination for any position is received and accepted, the election process will be conducted by secret ballot;
- (q) Following the motion to close nominations, the Presiding Officer will ask nominees who accepted the nomination to speak, in the order of nomination, for up to two minutes regarding their candidacy;

- (r) In the event a Member nominated for office is not Present, the nominator or nominators shall satisfy the Presiding Officer that the Member's consent to nomination has been obtained;
- (s) Nominees who have not already declared otherwise, may also decline a nomination at this time;
- (t) The scrutineers will distribute ballots to the Members present in the Board room, and collect the ballots when completed by the Members;
- (u) Members shall record one name of a valid candidate of their choice on the ballot
- (v) The scrutineers will withdraw from the meeting room to count the ballots or verify the votes if cast electronically, and will share the name of the successful candidate with the Presiding Officer, who shall announce the name of the successful candidate to the Members;
- (w) To be declared elected to any position, the winning candidate must receive a Majority Vote of ballots cast by Members;
- (x) If no Member receives a clear majority, a second ballot shall be held. The names of the candidates shall be announced in order of the number of votes cast, beginning with the highest;
- (y) Where a simple majority cannot be determined on the second ballot, and there are more than two candidates, the candidate with the least number of votes will be dropped from the ballot and voting will continue with the remaining candidates until a simple majority can be determined. The scrutineers will share the name only of the candidate with the least votes with the Presiding Officer who shall announce the name before a new vote continues;
- (z) In the case of multiple candidates and a two-way tie vote for last place, a drawing of lots will take place among the candidates who are tied after the Presiding Officer is advised of the names by the scrutineers and the Presiding Officer announces those names. The name drawn is an affirmative vote in favour of the candidate and the candidate whose name is drawn will result in the candidate remaining on the ballot for the next vote.
- (aa) A Member who is participating remotely or is not Present and is a candidate who is part of a tie may appoint another Member or Board staff to draw lots on their behalf;
- (bb) In the case of a three or four way tie, each name drawn will result in the candidate remaining on the ballot for the next vote;
- (cc) In the case of a tie vote with only two candidates remaining on the final ballot, one additional vote will be conducted before the drawing of lots by the candidates, as outlined in the Act (or in the case of the candidate participating electronically or not Present, as drawn by an appointed Member or Board staff); and
- (dd) The Presiding Officer will announce the name of the newly elected Board Chair following the final ballot or drawing of lots.

Following the election result for Board Chair, the newly elected Chair will preside at the Inaugural Meeting. The Board Chair will conduct the elections for Vice-Chair of the Board and

for members of the Governance and Policy Committee, in accordance with the HPEDSB election process.

The Board Chair will conduct the elections for the chair and vice-chair of Board Standing Committees during the Board's Organizational Meeting, in accordance with the HPEDSB election process.

In accordance with the *Education Act*, the Board Chair may cast a vote for all elected positions.

At the conclusion of the Inaugural and Organizational Meeting(s) the scrutineers will destroy all ballots.