



Windsor-Essex Catholic District School Board

1325 California Avenue, Windsor, Ontario N9B 3Y6

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Michael B. Moher, Director of Education

John Macri, Board Chairperson

ORGANIZATIONAL MEETING

Tuesday, December 6, 2005 at 7:30 p.m.

Windsor Essex Catholic Education Centre

1325 California Avenue, Windsor

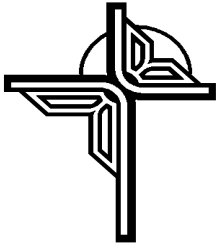
(Mass Assumption Chapel at 6:45 p.m.)

AGENDA

1. Call To Order
2. Opening Prayer
3. Welcome – Michael Moher, Director of Education
4. Recording of Attendance
5. Election of Chair
 - i. Candidate(s) Comments
6. Election of Vice-Chair
 - i. Candidate(s) Comments
 - ii. Elected Vice-Chair's Comments
7. Chairperson's Address
8. Establishment of Committees
9. Next Regular Meeting of the Board
 - Tuesday, December 13, 2005
10. Closing Prayer
11. Adjournment

Attachment: Excerpt of Board By-Laws – Section 2.0 Organizational Meeting





WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

BY-LAWS – SECTION 2

2.0 ORGANIZATIONAL MEETING

2.1 Date of Organizational Meeting

Subject to any statutory requirement, the BOARD shall, at or before the last regular meeting in November in each calendar year, fix a day and time for an Organizational Meeting of the BOARD for the following YEAR;

2.1.1 provided that the Organizational Meeting to be held in the calendar year in which all TRUSTEES are elected at the regular election or acclaimed under the Municipal Elections Act shall be held not later than the 8th day of December.

2.2 Presiding Officer at Organizational Meeting

The Presiding Officer at the Organizational Meeting shall be:

2.2.1 the Chief Executive Officer of the BOARD until the first of the persons below who is present is elected;

2.2.2 the CHAIR upon election to office, if present;

2.2.3 in the absence of the CHAIR, the VICE-CHAIR upon election to office, if present;

2.2.4 in the absence of the CHAIR and the VICE-CHAIR, a TRUSTEE present who shall have been elected by the TRUSTEES present; and

2.2.5 in the absence of the Chief Executive Officer, a senior official appointed by the TRUSTEES present.

2.3 Preliminary Proceedings

The Presiding Officer shall,

2.3.1 open the meeting with a prayer;

2.3.2 read any apologies;

2.3.3 in a year in which TRUSTEES are elected, read the returns of any elections;

2.3.4 attest that each TRUSTEE has taken a Declaration of Office and Oath of Allegiance;

2.3.5 call the Roll; and

2.3.6 declare the Board legally constituted.

2.4 **Election of CHAIR**

The Presiding Officer shall then proceed with the election of the CHAIR.

2.5 **Election of VICE-CHAIR**

The Presiding Officer shall then proceed with the election of the VICE-CHAIR.

2.6 **Procedures of Election of the CHAIR**

The election of the CHAIR shall be governed by the following procedures:

- 2.6.1 the presiding officer shall appoint two scrutineers approved by the Trustees;
- 2.6.2 every TRUSTEE shall be considered as eligible for nomination for the position of CHAIR and VICE-CHAIR;
- 2.6.3 *TRUSTEES who wish to stand for election to this office will rise and declare their candidacy;*
- 2.6.4 each candidate for office will have an opportunity to address the TRUSTEES for up to three minutes;
- 2.6.5 a blank ballot shall be distributed to each TRUSTEE and the TRUSTEE will mark the ballot for one candidate;
- 2.6.6 the CHAIR, in order to be elected, must receive the vote of the majority of TRUSTEES casting a vote;
- 2.6.7 the candidate(s) receiving the least number of votes on any ballot shall be dropped from succeeding ballots unless this action causes only one name to remain on the ballot. In such a case, one of the candidates receiving the least number of votes in the tie shall be eliminated by lot.
- 2.6.8 the scrutineers count the ballots and inform the Presiding Officer of the results;
- 2.6.9 the Presiding Officer lists the TRUSTEES and the number of votes received until the CHAIR is elected;
- 2.6.10 in the final ballot, where the CHAIR is elected, the Chief Executive Officer announces the name of the CHAIR;
- 2.6.11 a motion to destroy the ballots shall then be put to the assembly; however;
- 2.6.12 in the event of an equality of votes on the last ballot, the candidates shall draw lots to fill the position.

2.7 **Procedures for Election of Other Positions**

Where elections are required to fill other positions, the procedures of Section 2.6 shall be followed with the necessary changes.