

NOMINATIONS and ELECTIONS for CHAIR, VICE-CHAIR, BOARD REPRESENTATIVES and COMMITTEE MEMBERS

Protocol for the nominations and elections of Chair and Vice-Chair is as follows:

1. A letter is drafted by the Board Chair at least one month prior to the organizational meeting inviting candidates for the Chair and Vice-Chair positions and recounting the proper protocol for nominations and elections of candidates. The letter would also encourage members to consider serving on board committees or as board representatives.
2. In accordance with Board Policy 7, *“the Superintendent or designate shall act as Chair of the organizational meeting for the purpose of the election of the Board Chair and Vice-Chair.”*
3. Nominations for Board Chair will be held by secret ballot with each Trustee nominating whomever they feel would best fill that position.
4. With each nomination revealed, nominees will be asked whether they will let their name stand for election.
5. If there are no nominees willing to let their names stand at the revealing of nomination results, there will be a five-minute recess allowing for discussions between the Trustees followed by a repeat of the secret ballot nomination process. This step will be repeated until a candidate is named.
6. If there is only one candidate left after all the nominations have been revealed, the candidate will be elected Board Chair by acclamation.
7. If there is more than one candidate after all the nominations have been revealed, an election by secret ballot will be held to eliminate the candidate with the least amount of votes.
8. Secret ballot elections are held until there is only one candidate left. That candidate will then be elected as Board Chair.
9. In the event of a tie between two or more candidates with the least amount of supporting votes, a separate secret ballot will be held to determine which of these candidates should be eliminated until there is only one candidate left. Regular secret ballot election for the Board Chair position will then resume.
10. Candidates have the option to withdraw their candidacy at any time during the election process for as long as there is more than one candidate still in the running for the position.
11. Nominations and elections of Vice-Chair will be held in the same format as with the Board Chair.

Protocol for the nominations and elections of Board representatives to the various Boards or committees of organizations or agencies where the Board has regular representation is as follows:

1. A checklist is drafted of all of the positions available on various committees and as board representatives. Trustees are asked to review the list and indicate their interest in any of the available positions on the list and submit the completed form to the Secretary-Treasurer no later than **one week prior to the organizational meeting**.
 2. The Secretary-Treasurer will use the completed forms to compile a template which will be used at the organizational meeting to assist with the distribution of trustee responsibilities for the upcoming school year.
 3. Names appearing on the template will be automatically selected as representatives unless there are too many trustees for the available spaces or the trustees do not meet the criteria for the position sought.
 4. In the event there are more trustees interested in representing a committee than there are positions available, an open discussion will ensue between trustees to come to an amicable resolution.
 5. In the event of an irresolvable dispute over committee or representative assignments, a secret ballot will be held to name the successful candidate to those positions.
- Trustees will be asked to make one motion to accept the committee and representative assignments once all of the assignments have been successfully completed.