

**Board of Education**  
**Organizational Meeting Agenda**

**Wednesday, November 20, 2024 – 7:00 pm**  
**1st Floor Boardroom and via Zoom**

[https://sd38.zoom.us/webinar/register/WN\\_xliTsZs4QfuYbljMdg\\_J2w](https://sd38.zoom.us/webinar/register/WN_xliTsZs4QfuYbljMdg_J2w)

*After registering, you will receive a confirmation email containing information about joining the webinar.*

The Richmond Board of Education acknowledges and thanks the First Peoples of the hə́nqəmihə́n language group on whose traditional and unceded territories we teach, learn and live.

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**1. Adoption of Agenda**

**2. The Year in Review**

**3. Appointment of Returning Officer and Scrutineer**

**RECOMMENDATION:** THAT the Secretary Treasurer be appointed Returning Officer, and Assistant Superintendent Laing be appointed as Scrutineer, for the election of the Board Chairperson, Board Vice Chairperson, BCSTA Representative and BCPSEA Representative.

**4. Election of Officers**

(a) Board Chairperson

(b) Board Vice Chairperson

**5. Election - BC School Trustees Association Provincial Council Representative**

The election of a BCSTA Provincial Council Representative and an alternate is required.

**6. Election - BC Public Schools Employers' Association Representative**

The election of a BCPSEA Representative and an alternate is required.

**7. Destruction of Ballots**

**RECOMMENDATION:** THAT the nomination and election ballots of the November 20, 2024 Organizational meeting be permanently destroyed.

## **8. Committee Appointments**

Each Trustee to notify the Chairperson by November 30, 2024 to indicate which committees they would be willing to serve on. The appointments will be announced in December 2024 and the committee members will assume their duties for one year.

## **9. Authorized Signatories**

**RECOMMENDATION:** THAT the Board of Education of School District No. 38 (Richmond) approve the following signing authorities effective immediately and until they are so changed, shall be the Board Chairperson and Secretary Treasurer, except for the issuance of cheques when the required signatures shall be:

Any one of:

Board Chairperson

Board Vice-Chairperson

Superintendent

And any one of:

Secretary Treasurer

Assistant Secretary Treasurer

Manager Financial Services

Such signatures may be affixed by hand, or by cheque-writing facsimile machine in accordance with established Board policy.

## **10. School Liaison Trustee Assignments**

The Chairperson will assign each trustee a group of secondary and elementary schools at the first meeting in December. The assignment shall be one year's duration unless otherwise determined by the Board.

## **11. Adjournment**