

**Board of Education
School District 54 (*Bulkley Valley*)**

ANNUAL BOARD ELECTIONS

1.160

POLICY

The Board shall, at its regular meeting in June of each year, conduct annual elections for the positions of Chairperson, Vice-Chairperson, BCPSEA representative, Indigenous Education Council representative and BCSTA Provincial Counsellor.

For the year in which the trustee four-year term election occurs, the annual board election for board positions shall occur subsequent to the swearing-in ceremony.

VALUES

In its consideration of this policy, the Board was guided by its responsibility and respect for fair, open and transparent governance.

PROCEDURAL RULES

1. Using a prescribed form, trustees seeking election to these positions shall submit their name to the Secretary Treasurer one (1) week prior to the meeting at which elections will be held.
2. The agenda for the meeting shall have Annual Elections as its first item of business, after Call to Order.
3. Once elected, the Chairperson may preside over the remainder of the election, or may delegate that responsibility to the Secretary Treasurer, or in his/her absence, the Superintendent.
4. The newly elected Chairperson shall review committee assignments consistent with Policy 1.150 Standing Committees.
5. Elections proceedings
 - a. The order of elections is as follows: Chairperson, Vice-Chairperson, BCPSEA representative and finally, BCSTA Provincial Counsellor.
 - b. The Secretary Treasurer shall present submitted expressions of interest to the board.
 - c. The Secretary Treasurer shall request a motion from the floor to appoint two (2) scrutineers for the election.
 - d. Depending on which position is being decided, either the Secretary Treasurer or newly elected Chairperson shall issue three (3) calls for nominations from the floor and then declare that nominations closed for each elected position, in turn. The nomination is only valid if accepted by the nominee.
 - e. Should there be only one nominee for any one position, the presiding officer shall immediately declare the candidate elected by acclamation.

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- f. Should there be more than one accepted nomination for a position, an election by secret ballot shall be conducted.
- g. It is the duty of each trustee to vote.
- h. If more than two nominations are received for any one position, balloting shall continue until a majority of votes is cast for one candidate and with each ballot, the candidate receiving the least number of votes shall be removed from the ballot. In the event that those with the least number of votes are tied, then a tie breaking vote shall be undertaken to determine the candidate to remain on the ballot.
- i. In the case of a tie on any of the positions to be elected, the meeting shall immediately adjourn until such time that all trustees may be present.

Amended: April 28, 2026
Amended: January 19, 2010
Amended: March 2, 2005
Amended: March 28, 2000
Amended: November 17, 1998
Adopted: November 21, 1989