

## Annual General Meeting First Notice: Call for Proposed Resolutions and Nominations for Election to the Board of Directors

The 25th Annual General Meeting (AGM) of the British Columbia Public School Employers' Association (BCPSEA) is scheduled for **January 23-24, 2019** at the Sheraton Vancouver Airport Hotel, Richmond, BC. Detailed program information will follow in the coming weeks.

**Please note: This AGM will address governance issues, including debate of any proposed resolutions, elections to the Board of Directors (staggered cycle by region), as well as discussions in preparation for 2019 collective bargaining.**

**A block of rooms is being held at the Sheraton Vancouver Airport Hotel at a special rate of \$160 per night (not including taxes). The special rate will be honoured based on availability and will be in effect until January 10, 2019.** After January 10, 2019, the hotel will continue to accept reservations on a space available basis at current available rates.

Delegates are required to make their own reservations as soon as possible and arrange payment directly with the hotel. When calling the hotel, delegates must request the central reservations department and indicate they are attending the **BCPSEA 2019 AGM** to ensure they receive the special conference rate.

Reservations may be made by calling the hotel's Central Reservations number at 1 800 663 0299 OR calling locally at 604 273 7878 OR clicking the Booking Link here ([BCPSEA Annual General Meeting](#)).

### Attendance at the AGM

Each board of education is represented by a Trustee Representative who must not be in a conflict of interest situation as defined by the association's bylaws:

- "2.4 No person with a direct or indirect pecuniary interest, within the meaning of the *School Act*, in teacher or support staff collective bargaining is eligible
- to be elected to the Board of Directors of the Association,
  - to represent a member at any general meeting of the Association,
  - to represent a member at any other function of the Association."

The Trustee Representative carries the vote of their board of education at the AGM.

## Submission of Proposed Resolutions

The submission of proposed resolutions to the AGM is governed by the following rules:

1. There shall be two kinds of resolutions for conducting the business at a general meeting: special and ordinary.

**SPECIAL RESOLUTIONS** are for:

- a. a change in the bylaws of the association (note: all bylaw changes must be approved by the Minister of Finance)
- b. a change in the objectives of the association.

**ORDINARY RESOLUTIONS** are for providing direction to the Board of Directors for conducting BCPSEA business.

2. Resolutions may be submitted by member boards or the Board of Directors to the Governance Committee, which shall be appointed each year by the Chair.
3. Resolutions must not be inconsistent with the legislation governing the association; e.g., *Public Sector Employers Act*, *Public Education Labour Relations Act*, *Societies Act*.
4. Notice of all special and ordinary resolutions to be dealt with at a general meeting shall be submitted to the Governance Committee no later than 50 calendar days prior to the general meeting (by December 4, 2018). The Governance Committee will forward the resolutions to be presented to the general meeting to the members no later than 30 calendar days prior to the meeting.

**The deadline for submitting special and ordinary resolutions for consideration at the AGM is December 4, 2018.**

**Please e-mail the resolutions to [donnav@bcpsea.bc.ca](mailto:donnav@bcpsea.bc.ca) or fax to 604 730 0787.**

5. Notices of resolutions submitted after the requirements in 4. above must arise out of an event subsequent to the deadline (i.e., an event subsequent to December 4, 2018). The decision to present a late resolution to the general meeting shall be made by the Governance Committee; a negative decision may be appealed to the general meeting.

If you have any questions on the process of submitting proposed resolutions, please contact Donna Verones at 604 730 4501 or [donnav@bcpsea.bc.ca](mailto:donnav@bcpsea.bc.ca); or Deborah Stewart at 604 730 4506 or [deborahs@bcpsea.bc.ca](mailto:deborahs@bcpsea.bc.ca).

## Election of Directors

At this AGM, the members will be electing one Trustee Director from each of the following regions based on the staggered three-year election cycle as set out in Schedule 3 of the Bylaws (attached):

- Kootenay Boundary
- Thompson Okanagan
- Northwest
- Northern Interior (arising from a vacancy on the Board for this region).

Candidates MUST be a trustee from one of the boards of education in the specific region as noted above.

**Please see the attached Summary of AGM 25 (2019) Elections Process: Trustee Directors.**

The rules governing the nominations process are as follows:

1. Candidates for the elected directors' positions in the specific regions as set out above may be nominated from the floor at the AGM prior to that section of the business that features speeches by the nominated candidates. **(Nominations from the floor will take place on Wednesday, January 23; candidate speeches and voting will occur Thursday morning, January 24.)**
2. Candidates are encouraged to take advantage of the pre-nomination process in order to have their name and statement circulated to all members prior to the AGM.
3. **Pre-nominations, signed by at least two trustees, must be mailed, faxed or e-mailed to the BCPSEA office. A nomination form is attached to this notice.** Those who are pre-nominated shall also provide their candidate statement (no longer than 500 words please) and a photograph. The candidate statement and photo can be mailed to the BCPSEA office, or e-mailed to [donnav@bcpsea.bc.ca](mailto:donnav@bcpsea.bc.ca).

**If the ENTIRE pre-nomination package (nomination form, candidate statement and photo) is not received by December 4, 2018, the candidate's information will NOT be included in the pre-AGM publicity package.**

**The deadline for pre-nominations (in order to take advantage of the pre-AGM publicity) is December 4, 2018.**

**Please e-mail the candidate statement and photo to [donnav@bcpsea.bc.ca](mailto:donnav@bcpsea.bc.ca) or mail to the BCPSEA office.**

4. Nominations received after December 4 will have to be made from the floor of the AGM and those candidates will not be eligible to have their information circulated prior to the AGM.

At least 30 calendar days prior to the AGM, BCPSEA will distribute to boards by email an information package including proposed resolutions as well as candidates' names and statements. This information will also be available on the BCPSEA public website.

## Program and Registration: Registration is Open

The AGM program will follow in the coming weeks. Although specific timing for each day has not yet been finalized, it is anticipated that January 23 will open with registration at 9:00 am and sessions running between 10:00 am and 5:00 pm; January 24 will open with breakfast between approximately 7:15 am – 8:30 am, and sessions running between 8:30 am and adjournment at approximately 3:00 pm.

**Registration is now open.** The registration fee is \$250 plus GST (this fee applies to attendees other than the “Designated Voting Trustee Representative” as referenced on page one). To register for the AGM, please visit our [online registration site](#).

### Attachments:

- Summary of AGM 25 (2019) Elections Process: Trustee Directors
- Trustee Director Nomination Form