



Board Inaugural Meeting – December 3, 2018 Appointment/Election Form		
Position	Trustee and Alternate Trustee to work with the Chair and Vice-Chair to discuss agenda planning matters.	
No. To Be Appointed	2 trustees	
Appointment Authority	Board By-laws and Standing Rules, Section 8.8, attached	
Term of Appointment	December 3, 2018 – November 30, 2019	
Ex-officio position(s)	Chair and Vice-Chair of the Board	
Eligibility Requirements	Any member of the Board	
Mandate	The purpose of agenda planning meetings is to facilitate the development of the annual agenda cycle and governance priorities, monitor the application of Board governing policies, review meeting agendas for compliance, timing and content, and review monthly meeting feedback and annual evaluation.	
Other Relevant Information	Chair, Vice-Chair and trustee-at-large (or alternate) meets bi-weekly on Wednesdays at 3:30 p.m. in the administration building. Note: First meeting scheduled for 05 December 2018.	
Nominees (nominations/volunteers)		
Number	Name	
1.		
2.		
3.		
4.		
5.		
Candidates Appointed	1.	
	2.	
	3.	
Confirmed	Moved by:	Seconded by:

EXCERPT FROM:

**OCDSB By-laws and Standing Rules
Revised 20 November 2018**

8.0 MEETINGS OF THE BOARD

- 8.8 The Board recognizes the importance and value of the planning the annual agenda cycle with respect to governance priorities, including monitoring the application of Board governance policies, reviewing meeting agendas for compliance, timing and content, reviewing monthly feedback and meeting effectiveness, and responding as necessary to emerging Board issues.

The Board shall annually appoint one trustee elected at large and one alternate who will work with the Chair and the Vice-Chair to discuss agenda planning matters and ensure effective agenda planning.