



# Memorandum

vancouver school board



## ITEM 5

January 8, 2010

To: All Board Standing Committees  
From: Brenda Ng, Secretary Treasurer  
Subject: **Submission of Motions– BCSTA 2010 Annual General Meeting (AGM)**

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This is to advise that the BCSTA Annual General Meeting (AGM) will be held between 2010 April 22 – 25.

The deadlines for the submission of motions to the BCSTA are:

- February 11, 2010 for Extraordinary motions; and
- February 19, 2010 for Substantive motions

An **extraordinary motion** is submitted to change or add BCSTA's Bylaws. A **substantive motion** can be either an action or a policy motion. Examples are attached for reference.

In order to facilitate the drafting and Board approval of proposed motions flowing from the five Standing Committees, the following schedule for motion preparation and approval is proposed:

Committee	Type of Motion	Committee Meeting Date	Board Meeting Date (Motion Approval)
I	Extraordinary	2010 January 25	2010 February 01
I	Substantive	2010 January 25	2010 February 01 or 15
II	Substantive	2010 February 02	2010 February 15
III	Substantive	2010 February 10	2010 February 15
IV	Substantive	2010 January 20	2010 February 01 or 15
V	Substantive	2010 February 08	2010 February 15

**On the dates noted above, BCSTA AGM Motions will be included as an item on the Committee agenda and proposed motions (if any) will be presented to the Board for approval.**

Detailed instructions regarding the format and submission of proposed motions for 2010 are attached along with examples.

This item is provided for information.

## **EXAMPLES OF BCSTA AGM MOTIONS:**

### **I. Extraordinary Motion**

BE IT RESOLVED

That Section 19 of the Bylaws be amended by adding: In recognition of its province-wide status, trustees (directors) of the Conseil Scolaire Francophone de la Colombie-Britannique (CSF) have the ability to attend meetings of all branch associations on a non-voting basis, and the CSF has the ability to be a voting member of one branch, to be determined by agreement between the CSF and the branch.

### **2. Substantive Motion**

BE IT RESOLVED

“That the BCSTA requests the Ministry of Education adopt the Building Owner’s and Manager’s Association (BOMA) standard for long term maintenance and increase the Annual Facility Grant funding accordingly.”



## Extraordinary Motion to 2010 BCSTA AGM

Deadline for submission: February 11, 2010

**MOTION TITLE:** [A BRIEF TITLE THAT CAPTURES THE MAIN POINT OF THE MOTION]

**SUBMITTED BY:** [BOARD OF EDUCATION NAME AND SCHOOL DISTRICT NUMBER; OR STANDING COMMITTEE NAME; OR BRANCH NAME]

### **BE IT RESOLVED:**

That BCSTA .....

### **NOTES:**

1. An **extraordinary motion** is submitted to change or add to **BCSTA's Bylaws**.
2. The motion should clearly indicate the action requested **of BCSTA**, rather than an action for some other body or organization.
3. Wording should be as succinct as possible. Do not use "Whereas" statements. Instead, provide the required background information in the rationale statement below.

### **RATIONALE:**

*Provide a brief, succinct description of why this motion is needed, plus any relevant background information.*



## Substantive Motion to 2010 BCSTA AGM

Deadline for submission: February 19, 2010

**MOTION TITLE:** [A BRIEF TITLE THAT CAPTURES THE MAIN POINT OF THE MOTION]

**SUBMITTED BY:** [BOARD OF EDUCATION NAME AND SCHOOL DISTRICT NUMBER; OR STANDING COMMITTEE NAME; OR BRANCH NAME]

### **BE IT RESOLVED:**

That BCSTA .....

### **NOTES:**

1. A **substantive motion** can be either an action or a policy motion.
  - An **action motion** is submitted to call on BCSTA to take some action, i.e. advocacy.
  - A **policy motion** is submitted to define long-term objectives or positions/beliefs of the Association.
2. The motion should clearly indicate the action requested **of BCSTA**, rather than an action for some other body or organization.
3. Wording should be as succinct as possible. Do not use “Whereas” statements. Instead, provide the required background information in the rationale statement below.

### **RATIONALE:**

*Provide a brief, succinct description of why this motion is needed, plus any relevant background information.*