## BCSS Annual General Meeting May 6, 2017

Voting at the Annual General Meeting

Every Member School in good standing as of the date of notice (14 days prior to the meeting) is entitled to vote at the BCSS Annual General Meeting (Please refer to Bylaws Articles 3.2 & 5.4 regarding membership in good standing). Votes can be cast in **one of the three** following ways:

1. In Person Voting at the AGM  
   Please fill out the **Form for Designated School Representatives**. Every Member School is encouraged to have a Designated Representative at the Annual General Meeting. The representative must be a teacher or administrator assigned to that school, or employed by that school. Both the Designated School Representative and the School Administrator must sign the Designated Representative form.
2. Proxy Voting at the AGM  
   Please use the **Proxy Vote Registration Form**. A member school can be represented by proxy. The member school can assign their vote to a Designated Representative from another school in the **same BCSS designated zone** who will be attending the meeting. Proxy forms must be signed by the Administrator and Athletic Director from both the assigning and receiving schools. Please see Bylaws Article 6: Voting at General Meetings.

## Advanced Voting

Pins & instructions for advanced voting (online) will be sent to each member schools’ principal prior to the AGM. Member schools can choose to be represented by advanced vote. Advanced votes must be cast prior to the AGM. Results from the advanced votes will be added to those votes cast in person and will be tallied at the AGM. Member schools that cast an advanced vote may:

* **NOT** grant its proxy to a proxy holder.
* Attend the AGM in person but are not eligible to vote or amend the previously submitted advanced vote. The member school will not be counted towards quorum a second time.

**Advanced votes may be cast from April 26 at 12:00am – May 2, 2017 at 11:59pm**

*(All times are in Pacific Daylight Time)*

## Resolutions

Resolutions to revise the BC School Sports Constitution, Bylaws, Operating Policies & Procedures, or Competitive Rules & Regulations are due to BCSS by **March 25, 2017** (please see “Resolution Information & Form” document for more information)**.**

**IMPORTANT:** SEND YOUR FULLY COMPLETED FORM(S) BY EMAIL TO [INFO@BCSCHOOLSPORTS.CA](mailto:INFO@BCSCHOOLSPORTS.CA)

NO LATER THAN 12:00PM ON APRIL 26, 2017.

**INCOMPLETE FORMS WILL NOT BE ACCEPTED!**

## BCSS Annual General Meeting May 6, 2017

Voting Registration Form for

Designated Representatives

Please click on the line and start typing to fill in your information.

This form is only to be used **if your school will attend** the Annual General Meeting May 6, 2017 and you will be acting as the Representative for your school.

**Please note that the voting form must be signed by your principal or you will not be allowed to vote at the Annual General Meeting.**

|  |  |
| --- | --- |
| Member School name: |  |
| Principal name: |  |
| Principal’s e-mail: |  |
| BCSS Designated Zone: |  |

|  |  |
| --- | --- |
| Representative name (person attending meeting): |  |
| Representative Title (Principal, AD, Teacher): |  |
| Representative Signature: |  |

I, the Principal named on this form, officially designate the Representative named on this form to vote in person on behalf of this Member School at the Annual General Meeting on **May 6, 2017.**

|  |  |
| --- | --- |
| Principal’s Signature: |  |

* Please submit this form by email prior to **12:00pm on** **April 26, 2017**.
* The final deadline to register your school to vote and sign in as an attending delegate is **9:00am on May 6, 2017** at the Annual General Meeting.
* This includes delegates who have submitted their voting form prior to **April 26, 2017.**
* If you have submitted the form to the BCSS office prior to the AGM you are not required to bring the original copy with you.
* If you have **NOT** submitted your form prior to the AGM please bring the completed copy to the AGM in order to be eligible to vote.

## BCSS Annual General Meeting May 6, 2017

Proxy Vote Registration Form

Please click on the line and start typing to fill in your information.

## Member School **assigning** proxy (“Assigning School”) (the one not attending)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member School name: | |  | | |
| BCSS Designated Zone: | | Click here to enter text. | | |
| Member School Receiving Proxy: | |  | | |
| We hereby assign our voting privileges for our school (the Assigning School) to the Receiving School listed below: | | | | |
| Principal name: |  | | Athletic Director name : |  |
| Principal email: |  | | Athletic Director email: |  |
| Principal Signature: |  | | Athletic Director Signature: |  |
| Date Signed: |  | | Date Signed: |  |

## Member School **receiving** proxy (“Receiving School”) (the one attending)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member School Name: | |  | | |
| Meeting Attendee Carrying Proxy: | |  | | |
| BCSS Designated Zone: | |  | | |
| *Note: Proxy’s may only be voted on by the designated representative as appointed by the receiving school.*  We agree to accept the proxy vote for the above-named Assigning School and to honour any instructions received regarding the Annual General Meeting, and the resolutions to be addressed at that meeting. | | | | |
| Principal name: |  | | Athletic Director name: |  |
| Principal email: |  | | Athletic Director email: |  |
| Principal Signature: |  | | Athletic Director  Signature: |  |
| Date Signed: |  | | Date Signed: |  |

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* This includes delegates who have submitted their voting form prior to **April 26, 2017.**
* If you have submitted the form to the BCSS office prior to the AGM you are not required to bring the original copy with you.
* If you have **NOT** submitted your form prior to the AGM please bring the completed copy to the AGM in order to be eligible to vote.