## BC School Sports AGM May 7, 2016

Voting at the Annual General Meeting

Every Member School in good standing as of the date of notice (approximately 14 days before the AGM) is allowed to vote at the BCSS Annual General Meeting (Please refer to Bylaws Articles II & III regarding membership in good standing). Votes can be cast in two ways. (Please refer to Bylaws Article VI General Meetings).

1. In Person Voting at the AGM
Please fill out the **Form for Designated School Representatives**. Every Member School should have a Designated Representative at the AGM. The representative must be a teacher or administrator assigned to that school, or employed by that school. Both the School Representative and the School Administrator must sign the Designated Representative form.
2. Proxy Voting at the AGM
Please use a **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 recognized athletic association 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 VI: Voting at General Meetings.
3. Voting for Board Members
Completed ballots must be faxed, mailed or emailed to the BCSS office and received by **May 2, 2016**. Ballots will be sent out in early April and will also be available on our website. The nomination form is due **March 25th** (please see “Board of Directors Nomination Information” document for more information).

## BC School Sports AGM May 7, 2016

Voting Registration Form for

Designated Representatives

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

**Please bring the original copy of this form with you to the AGM.**

This form is only to be used if your school will attend the BC School Sports AGM on May 7, 2016, and you will be acting as the Representative for your school.

**Please note that the voting form must be signed by your administrator/principal or you will not be allowed to vote at the AGM.**

|  |  |
| --- | --- |
| Member School name: | Click here to enter text. |
| City/town: |   |
| Principal’s e-mail: |   |
| Athletic Association: |   |
| Zone: |   |
| Principal name: |   |
| Representative name (person attending AGM): |   |

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 2016 BC School Sports Annual General Meeting on **May 7, 2016**.

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

Please submit this form by fax or email prior to **April 27, 2016**. The final deadline to register your school to vote and sign in as an attending delegate is **9:30am on May 7, 2016** at the AGM. This includes delegates who have submitted their voting form prior to **April 27, 2016**. The original signed copy of this form must be presented on **May 7, 2016** prior to **9:30am** to ensure you are eligible to vote as your member school designated representative.

**Please bring the original copy of this form with you to the AGM.**

## BC School Sports AGM May 7, 2016

Proxy Vote Registration Form

**Please bring the original copy of this form with you to the AGM.**

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: | Click here to enter text. |
| City/town: |   |
| Athletic Association: |   |
| Zone: |   |
| We hereby assign our voting privileges for our school (the Assigning School) to the Receiving School listed below: |
| Principal name: |   | Principal email: |   |
| Athletic Director name: |   | Athletic Director email: |   |
| Principal’s Signature: |   | Date: |   |
| Athletic Director’s Signature: |  | Date: |   |

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

|  |  |
| --- | --- |
| Member School name: |   |
| City/town: |   |
| Athletic Association: |   |
| BCSS Designated Zone: |   |
| We agree to accept the proxy vote for the above-named Assigning School and to honour any instructions received regarding the BC School Sports Annual General Meeting, and the resolutions to be addressed at that meeting. |
| Principal name: |   | Principal email: |   |
| Athletic Director name: |   | Athletic Director email: |   |
| Principal’s Signature: |   | Date: |   |
| Athletic Director’s Signature: |  | Date: |   |

Please submit this form by fax or email prior to **April 27, 2016**. The final deadline to register your school to vote and sign in as an attending delegate is **9:30am on May 7, 2016** at the AGM. This includes delegates who have submitted their voting form prior to **April 27. The original signed copy of this form must be presented on May 7, 2016 prior to 9:30 to ensure you are eligible to proxy vote on behalf of another member school.**

**Please bring the original copy of this form with you to the AGM.**