

*Catholic Parent Involvement Committee (CPIC)*  
**WARD MEETING 2008**

**Election Procedures for  
Ward Parent Representative + Alternate**

- Superintendent of Education as Facilitator to review role of TCDSB *Catholic Parent Involvement Committee (CPIC)*
- Outline the Election Process as follows:

**Part A:      Nomination Process**

1. As parents arrive, those wanting to be considered as candidates are asked to register with the Supt. of Education. Please ensure that nominated parents have registered. If not, ask them to do so at this time. Registration must be accompanied by a completed Parent Nomination Form. *An employee of the TCDSB is not eligible to be elected to this council.*
2. Ask for nominations from the floor. Those nominating need to indicate the name of the parent and the position they wish to nominate the parent for, i.e. Ward Parent Rep. or Alternate. Registration from the floor still requires a completed Parent Nomination Form to be submitted.
3. Parent(s) nominated from the floor should be asked if they wish to accept nomination.
4. Those who accept the nomination, their name is to be added to the appropriate candidate registration list.
5. Nominations are to be closed and proceed to Part B.
6. If there are winners through acclamation, congratulate parents and complete agenda.

**Part B:**      **Identification of all Candidates and their Speeches**

1. Facilitator to read all parents' names standing for the Ward Rep. position as they appear on the registration list. – *Blue Form*
2. Each parent candidate is invited to give a brief speech (3 mins. or less). Candidates are called in the order that they appear on the registration list.
3. Once all candidates have given their speeches proceed to Part C.

**Part C:**      **Election of Ward Representative**

1. Facilitator to explain that there will be **one vote per school community**. The designated voter from each school community is to be determined by the CSAC chair in consultation with CSAC members **in advance of the meeting**. The voting member will be asked to sign-in at the beginning of the meeting with the Trustee.
2. One voting ballot per school will be distributed for each election.
3. Ballots are returned to Facilitator who will keep track and count the votes. Count will be double-checked and witnessed by Trustee.
4. Final results of each ballot will be announced to the audience by Facilitator/Trustee. Congratulations to elected Parent Rep. and alternate and to all those who stood for election.
5. In case of a tie, those tied are to be part of a second ballot. Continue to do so until a clear winner has been elected.
6. Unless otherwise indicated, we will assume parent candidates not elected as Ward representative will stand for election as an Alternate.

**Part D:**      **Alternate Parent Election**

Follow and Repeat the Process Above