

BOARD OPERATIONS

As a Catholic board of trustees, the Board conducts its work as a ministry of service to the students, families, staff, parishes, and communities of Christ The Redeemer Catholic Schools (CTR). Rooted in the Gospel of Jesus Christ and the teachings of the Catholic Church, the Board exercises its governance responsibilities in a manner that honours the dignity of every person, advances the common good, protects publicly funded Catholic education, and reflects faithful stewardship of the resources entrusted to it.

The Board's operations shall be marked by prayerful discernment, transparency, prudence, accountability, subsidiarity, and respect for the distinct roles of trustees, the Board as a corporate body, and the Superintendent. In all meetings and proceedings, the Board seeks to preserve public trust, promote unity of purpose, and ensure that its decisions support the mission of Catholic education: the formation of students intellectually, spiritually, socially, emotionally, and morally.

The Board exercises its authority as a corporate body through bylaws, resolutions, and policy. Individual trustees have no authority to direct staff, bind the Board, or act on behalf of the Board unless expressly authorized by the Board. The Superintendent is accountable to the Board as a whole and is responsible for the administration and operation of the Division in accordance with Board policy, legislation, and the Board's direction.

The Board's ability to discharge its obligations in an efficient and effective manner is dependent upon the development and implementation of a sound organizational design. In order to discharge its responsibilities to the electorate of the Division, the Board shall hold meetings as often as necessary. A quorum, which is a simple majority of the number of trustees, must be present for every duly constituted meeting. The Board has adopted policies so the business of the Board can be conducted in an orderly and efficient manner as follows.

1. The Board's fundamental obligation is to preserve, if not enhance, the public trust in Catholic education, generally, and in the affairs of its operations in particular. Consistent with its objective to encourage the general public to contribute to the educational process, Board meetings will be open to the public. Towards this end, the Board believes its affairs must be conducted in public to the greatest extent possible.
2. The *Alberta Education Act* (Act), provides that board meetings must be public except where the majority of trustees present are of the opinion that the public interest requires a private meeting or part of a meeting. There are times when public interest is best served by private discussion of specific issues in "in-camera" sessions. The Board believes it is necessary to protect individual privacy and the Board's own position and therefore expects to go in-camera for issues dealing with individual students, individual employees, land, labour, litigation, or negotiations.
3. Having members of the public make presentations at Board meetings can enhance public interest.
4. Public forums dealing with specific educational topics and held in various communities within the Division can enhance communications and the effectiveness of the Board.

5. Wards

- In accordance with Section 76(1) of the Act, the board provides for the nomination and election of trustees within the Division by wards.
- Within the stipulations of Ministerial Order No. 055/94 dated January 1, 1995, which resulted in the establishment of The Christ the Redeemer Catholic Separate Regional Division No. 3, and subsequent Ministerial Orders 027/2009, 009/2010, 010/2010, 011/2010, 028/2013, and 013/2019, the Board provides for the nomination and election of trustees within the Division by wards.
- Copies of the Orders in Council and Ministerial Orders are available from the Division Office. Each of the following is established as a ward of the School Division:
 - Assumption Ward No. 1 – Oyen
 - St. Anthony's-Drumheller-Strathmore Ward No. 2 – Drumheller and Strathmore
 - St. Thomas Aquinas-Foothills Ward No. 3. – Brooks, Foothills, Okotoks, High River, and Canmore-Bow Valley.
- One (1) trustee is to be elected in Assumption Ward No. 1, two (2) trustees are to be elected in St. Anthony's-Drumheller-Strathmore Ward No. 2, one for each electoral subdivision therein, and five (5) trustees are to be elected for St. Thomas Aquinas-Foothills Ward No 3, one for each electoral subdivision therein.
- Wards may be revised from time to time as determined by the Board.
 - The Board shall pass any desired revision, by bylaw, by December 31st of the year prior to the year in which a general election is to be held in order to have the revision in effect for that general election.
 - Further, in the determination of revised ward boundaries, the Board may utilize a community engagement process.
- The provisions of the *Local Authorities Election Act* respecting the election of trustees shall apply to every election in each ward.
- By-elections may be held as determined by the Board. During the three (3) year period immediately following a general election, a by-election need not be held if the board consists of six or more trustees and the number of vacancies does not reduce the board to less than five trustees, or if directed by the Minister.
- Notwithstanding the above, where a trustee is on a leave of absence under section 79.1 of the Act, the trustee's office shall not be treated as vacant and the Board shall not hold a by-election for that office during the leave.

6. Organizational Meeting:

- An Organizational Meeting of the Board shall be held annually, and in any year, in which a general election has taken place, shall be held within four (4) weeks following the date the statement of the results of that election is announced, or posted. An Organizational Meeting will be held in June in a non-election year. The first official meeting of the Board following a general election shall be an Organizational Meeting.
- The Secretary of the Board shall give notice of the Organizational Meeting to each trustee as if it were a special meeting. The Secretary of the Board shall call the meeting to order and act as Chair of the meeting for the purpose of the election of the Board Chair.
- Each trustee will take the Oath of Office, and sign a declaration of Catholic faith, immediately following the call to order of the Organizational Meeting. Special provisions will be made for a trustee taking office following a by-election.

- Each trustee will sign a Disclosure Statement immediately following the Oath of Office, declaring any pecuniary interest.
- The following shall occur at the Organizational Meeting:
 - Appointment of Board Chair, Board Vice Chair, committee membership, committee Chair, and Board representation on the various boards or committees of organizations or agencies where the Board has regular representation with terms to take effect on the first day of the school year for a duration of one year ending on the final day of summer vacation. During a general election year, terms shall take effect immediately and the end date shall be the date of the election. These appointments shall be made by nomination, acceptance of nomination and majority vote.
 - Review of trustee conflict of interest stipulations and determination of any disclosure of information requirements.
 - Address other organizational items as required. The Board may, by resolution, amend any committee or external representative appointment during its term and appoint a replacement. This authority shall not be used to impose a sanction for alleged trustee misconduct. Any removal or alternation of an appointment that constitutes a sanction shall be undertaken only in accordance with Policy 04 – Trustee Code of Conduct and applicable legislation.

7. Conflict of Interest, Disclosure, and Recusal

Trustees shall comply with the pecuniary interest, disclosure, and disqualification provisions of the Act and with Board policy respecting trustee conduct. Each trustee is personally responsible for identifying and declaring any pecuniary interest, actual conflict, potential conflict, or perceived conflict that may affect, or may reasonably be perceived to affect, the trustee's ability to participate in a matter with impartiality, loyalty to the Division, and fidelity to the common good.

A trustee who has a pecuniary interest in a matter before the Board, a committee of the Board, or another body to which the trustee has been appointed as a Board representative shall disclose the general nature of the pecuniary interest before discussion begins, abstain from discussion and voting, and leave the room until discussion and voting on the matter are concluded, except where legislation provides otherwise. The disclosure, abstention, departure, and re-entry shall be recorded in the minutes.

A trustee who believes they may have an actual, potential, or perceived non-pecuniary conflict shall disclose the general nature of the concern to the Board Chair and Superintendent as soon as the trustee becomes aware of it and, where appropriate, to the Board before the matter is discussed. The Board may determine, by resolution, whether the trustee should participate in discussion, be excused from voting, or withdraw from all or part of the discussion in order to preserve public trust and procedural fairness.

A trustee shall not use a declaration of conflict or a request for recusal to avoid the trustee's duty to participate in Board business, to frustrate quorum, to delay or prevent a decision, to avoid accountability under the trustee code of conduct, or to evade participation in a matter where no reasonable conflict exists. Where the appropriateness of a declared conflict or recusal is unclear, the Board may seek legal advice. Inappropriate or repeated misuse of conflict declarations may be addressed under the trustee code of conduct or other applicable Board policy.

The Board shall distinguish between a statutory pecuniary interest and a personal, relational, political, philosophical, or constituency interest. A trustee is not disqualified from participating in a matter

merely because the trustee is an elector, taxpayer, parent, member of a parish or community, or representative of a ward, unless the matter gives rise to a pecuniary interest or another conflict that would reasonably undermine confidence in the trustee's participation.

8. Regular Meetings:

- Regular Board meeting dates and times shall be as established by the Board in September of each year.
- Notwithstanding the schedule established in September, the Board may, by resolution, alter the schedule in such manner as it deems appropriate.
- All trustees shall notify the Board Chair if they are unable to attend a Board meeting.
- A trustee is disqualified from remaining as a trustee if absent without being authorized by a resolution of the board from three consecutive regular meetings of the board, unless the trustee's absence is due to illness and the evidence of illness is provided in the form of a medical certificate respecting the period of the absence. This provision does not apply to an individual who is on a statutory leave of absence under section 79.1 of the Act. During such leave, the individual shall not exercise or purport to exercise the powers or perform the duties of a trustee.
- Regular meetings of the Board will not be held without the Superintendent, and/or designate(s), in attendance, unless the Superintendent's contract is being discussed.

9. Special Meetings:

- Occasionally, unanticipated, or emergent issues require immediate Board attention and/or action.
- Special meetings of the Board may be called by the chair of the Board, a majority of the trustees, or the Minister of Education after written notice has been given to each trustee which states the date, time, place and nature of business to be transacted at the special meeting.
- The notice of a special meeting must be sent at least two (2) days before the special meeting by recorded mail to the last known address of each trustee as shown on the records of the Board, personal service on the trustee or a person capable of accepting service at the trustee's residence, or fax, email or other electronic means to be received at the last fax number, email address or other electronic receiving number of the trustee as shown on the records of the Board.
- A special meeting may be held without notice being given if every trustee agrees to waive the above requirements.
- Unless all of the trustees are present at the special meeting, no business other than that stated in the notice of the special meeting, must be conducted at the special meeting.

10. Meetings by Electronic Means:

- Meetings by electronic means may be convened.
- In accordance with the relevant section(s) of the Act, the Board may hold a meeting using electronic means or other communication facilities. The means used must enable each trustee participating in the meeting and any members of the public attending the meeting to hear each other. Trustees participating in such meetings by electronic means or other communication facilities are deemed to be present at the meeting.
- The following individuals must be physically present at the meeting location during the meeting:
 - At least one member of the Board.
 - The Superintendent or designate.
- Reasonable steps must be taken to notify the public of locations from which members of the public may participate.
- A trustee may participate from a location to which the public does not have access.

- A trustee must ensure the means and location used to participate in the meeting will allow moving in-camera and will meet all requirements of an in-camera session.
- Trustees participating electronically must ensure that their location, technology, and surroundings preserve confidentiality, particularly during in-camera sessions. No person who is not authorized by the Board may hear or observe the proceedings. Trustees shall not record, transmit, or permit access to any portion of the meeting except as expressly authorized by the Board.

11. In-Camera Sessions:

- Section 64(3) of the Act uses the term “private” for non-public meetings. *Robert’s Rules of Order* uses the term “executive session” for the same distinction. The term “in-camera” is most commonly used and is synonymous with the other two terms.
- The preservation and enhancement of the public’s trust in the educational system is an important priority of the Board. The Board believes that public trust is preserved by conducting open Board meetings. Notwithstanding this belief, occasionally matters of unusual sensitivity require the Board to hold closed meetings.
- The Act provides that board meetings must be public except where the majority of trustees present are of the opinion that the public interest requires a private meeting or part of a meeting.
- The Board may, by resolution, move to an in-camera session within a board meeting. Such resolutions shall be recorded in the minutes of the Board and shall specify the reason for moving to in camera. The chair may designate those outside of the board of trustees who will be present at the in-camera portion. Attendees leaving the session will be documented within the minutes.
- The Board may convene in-camera only to discuss matters of a sensitive nature, including but not limited to:
 - Personnel.
 - Trustee code of conduct matters.
 - Acquisition/disposal of real property.
 - Matters related to labour issues.
 - Litigation brought by or against the Board.
 - Matters relating to negotiations.
 - Matters related to partner organizations.
- Such sessions shall be closed to the public and press. The Board shall only discuss the matter(s) that gave rise to the in-camera meeting or session. Board members and other persons attending the session shall maintain confidentiality and shall not disclose the details of the discussion at such sessions.
- The Board shall, during the in-camera session, adopt only such resolution as is required to re-convene the Board in an open, public meeting.

12. Agenda for Regular Meetings:

- The Superintendent, and/or designate, is responsible for preparing an agenda for Board meetings in consultation with the Board Chair. Agenda items shall be governance-level matters aligned with the Board’s legislated responsibilities, Board policy, strategic priorities, fiduciary duties, or matters requiring Board decision. Operational matters shall normally be referred to the Superintendent through the Board Chair rather than placed on the Board agenda.
- The order of business at a regular meeting should generally be as follows:
 - Call to Order
 - Opening Liturgy
 - Board Prayer, Vocations Prayer, Vision of the Board, and Consecration to Mary

- Land Acknowledgement
- Board Faith Formation (i.e., Lectio Divina)
- Additions/Deletions to the Agenda
- Approval of Agenda
- Approval of Minutes
- Trustee professional development
- Business Arising
- Correspondence Items
- Reports from Ward Committees
- Reports from Board Standing Committees
- Trustee Items (i.e., Upcoming Trustee Events)
- Superintendents' Reports (e.g., Four-Year Education Plan, Major Capital Projects Review, Program Review Update)
- International Field Trips
- Locally Developed Courses
- New Business
- In Camera Session
- Agenda Items for Next Board Meeting
- Closing Liturgy
- Adjournment
- Items scheduled for a specific time should be clearly identified on the agenda.
 - The agenda will be supported by copies of letters, reports, contracts, and other materials as are pertinent to the business that will come before the Board and will be of value to the Board in the performance of its duties. Each action item will include a clear recommendation.
 - Items may be placed on the agenda, after a majority vote of the Board, and after adhering to one of the following processes:
 - By notifying the Board Chair or Superintendent at least fourteen (14) calendar days prior to the Board meeting.
 - By a request at the Board meeting, under Additions/Deletions to the Agenda, then supported by board motion as an addition.
 - By notice of motion at the previous meeting of the Board.
 - As a request from a committee of the Board.
- The agenda will be uploaded to CTR's website seven (7) days prior to the Board meeting. Subsequently, information may be provided at the meeting; and further, the Superintendent shall advise the Board Chair regarding the emergent nature of such information.
- The Board will follow the order of business set by the agenda unless the order is altered, or new items are added by agreement of the Board.
- During the course of the Board meeting, the majority of trustees (by motion) present may amend the agenda and place items before the Board for discussion. The Board may take action on such items.
- The list of agenda items shall be posted on the Division website and be available in the Division Office. Any elector may inspect the agenda and request a copy.

13. Minutes for Regular or Special Meetings:

- The Board should maintain and preserve by means of minutes a record of its proceedings and resolutions. The minutes shall record:
 - Date, time and place of meeting.

- Type of meeting.
- Name of presiding officer.
- Names of those trustees and senior administration in attendance.
- Prayers and scriptural references.
- Approval of preceding minutes.
- All resolutions, including the Board's disposition of the same, placed before the Board, are to be entered in full.
- Names of persons making the motions.
- Points of order and appeals.
- Appointments.
- Receipt of reports of committees.
- Recording of the vote on motions, if requested.
- Trustee declaration of vote pursuant to the Act.
- The general reason for moving in-camera, the time of departure from and return to public session, and any persons other than trustees and the Superintendent/designates authorized to attend.
- Departure and re-entry times of trustees (when absent for a vote on a motion).
- Declarations of pecuniary interest or other declared conflicts, the general nature of the declaration, the trustee's abstention, the board motion regarding the perceived conflict (if required), and the trustee's departure and re-entry times where applicable. The time of adjournment.
- The minutes shall:
 - be prepared as directed by the Superintendent or designate.
 - be reviewed by the Superintendent, or designate, prior to submission to the Board.
 - be considered an unofficial record of proceedings until such time as adopted by a resolution of the Board.
 - Upon adoption by the Board, be deemed to be the official and sole record of the Board's business.
- The Superintendent, or designate, shall ensure, upon acceptance by the Board, that appropriate signatures are affixed to the last page of the minutes.
- The Superintendent, or designate, will establish, and maintain an electronic file of all Board minutes.
- As part of its ongoing effort to keep staff and the public fully informed concerning its affairs and actions, the Board expects the Superintendent to institute and maintain effective and appropriate procedures for the prompt dissemination of information about decisions made at all Board meetings.
- The approved minutes of a regular or special meeting shall be posted to the website as soon as possible following approval. The Superintendent, or designate, is responsible to distribute and post the approved minutes.

14. Motions:

- Motions do not require a seconder.
 - Notice of Motion - The notice of motion serves the purpose of a trustee officially indicating their intention of putting an item on the agenda of the next or future regular meeting and gives notice to all trustees of the item to be discussed. A notice of motion is not debatable and may not be voted on. A notice of motion does not, by itself, place a motion before the Board for debate or decision at an upcoming meeting. The proposed motion must be reviewed for compliance with legislation, Board policy, Board authority, the distinction between governance

and operations, and any statutory limitations respecting statements or positions of the Board. The Board Chair, in consultation with the Superintendent, may determine that a proposed notice of motion is out of order, may require it to be reframed, or may refer the matter to the appropriate administrative process.

- Discussion on Motions - The custom of addressing comments to the Board Chair is to be followed by all persons in attendance. A Board motion or a recommendation from administration must generally be placed before the Board prior to any discussion taking place on an issue. Once a motion is before the Board and until it is passed or defeated, all speakers shall confine their remarks to the motion or to the information pertinent to the motion. Motions may be submitted by any trustee, including the Board Chair.
- Speaking to the Motion - The mover of a motion speaks first, and every trustee shall have an opportunity to speak to the motion. The Board Chair will normally speak just prior to the last speaker who will be the mover of the motion. The mover of the motion is permitted to close debate on the motion. As a general guide, a trustee is not to speak longer than five (5) minutes on any motion. The Board Chair has the responsibility to limit the discussion by a trustee when such a discussion is repetitive or digresses from the topic at hand, or where discussion takes place prior to the acceptance of a motion. No one shall interrupt a speaker, unless it is to ask for important clarification of the speaker's remarks, and any such interruption shall not be permitted without permission of the Board Chair. When a trustee arrives at the meeting after a motion has been made and prior to taking a vote, the trustee may request further discussion prior to the vote. The Board Chair shall rule on further discussion.
- Reading of the Motion - A trustee may require the motion under discussion to be read at any time during the debate, except when a trustee is speaking.
- Required Votes - The Board Chair, and all trustees present, unless excused by resolution of the Board or by the provisions of the Act, shall vote on each question. Each question shall be decided by a majority of the votes of those trustees present. A simple majority of a quorum of the Board will decide in favour of the question. In the case of an equality of votes, the question is defeated. A vote on a question shall be taken by open vote, expressed by show of hands. The Secretary of the Board must, whenever a recorded vote is requested by a trustee, record in the minutes the name of each trustee present and whether the trustee voted for or against the matter. The vote to elect the Board Chair or Vice-Chair, will only be by secret ballot if requested by one or more trustees.
- Required Votes – The Chair of the Board and every trustee present at a meeting of the Board must vote for or against every question unless:
 - a) in a specific case, the Chair or a trustee is excused by resolution of the Board from voting;
 - b) the Chair of the Board or a trustee has a pecuniary interest in the matter and abstains from voting as required by Section 88(1) of the Act; or
 - c) the Chair of the Board or a trustee declares an actual, potential, or perceived non-pecuniary conflict of interest and, after considering the general nature of the declared conflict, the Board determines by resolution that the conflict is sufficient to excuse the trustee from discussion and/or voting.
- For the purpose of clause b), a trustee declaring a pecuniary interest must disclose the general nature of the pecuniary interest before discussion begins and must identify, in general terms, the monetary connection that gives rise to the declaration. A trustee's declaration of pecuniary interest does not relieve the trustee from the duty to vote unless the declared interest falls within the meaning of pecuniary interest under the Act. The disclosure, abstention, departure from the meeting, and re-entry to the meeting shall be recorded in the minutes.

- Where there is uncertainty as to whether a declared interest constitutes a pecuniary interest under the Act, the Board Chair may pause consideration of the matter and, in consultation with the Superintendent and/or Secretary-Treasurer, seek clarification or legal advice before the matter proceeds. A trustee shall not use a declaration of pecuniary interest to avoid participation in Board business, to avoid a difficult or controversial vote, to frustrate quorum, to delay Board decision-making, or to avoid accountability under the trustee code of conduct. Misuse of a conflict declaration may be addressed under the trustee code of conduct or other applicable Board policy.
- A trustee may not unilaterally abstain from discussion or voting on the basis of a perceived, potential, or non-pecuniary conflict unless the Board supports the declared conflict and excuses the trustee by resolution. The declaration, the Board's determination, the trustee's abstention, and, where applicable, the trustee's departure from and re-entry to the meeting shall be recorded in the minutes.
- Debate - In all debate, any matter of procedure in dispute shall be settled, if possible, by reference to Robert's Rules of Order. If this reference is inadequate, procedure may be determined by motion supported by the majority of trustees in attendance.

15. Delegations at Board Meetings:

- The Board provides opportunity for members of the general public to make oral presentations to the Board.
- Individuals or group requests to make presentations to the Board must be submitted in writing, to the Superintendent, or designate, no less than fourteen (14) calendar days prior to the scheduled Board meeting at which the individual or group wishes to present.
- Delegations are intended to provide the Board with information relevant to matters within the Board's governance authority. Delegations shall not be used as a forum for individual complaints, operational concerns, personnel matters, trustee code of conduct matters, individual student matters, active investigations, matters subject to appeal or review, collective bargaining, litigation, confidential matters, or matters requiring the disclosure of personal information.
- The Board Chair, in consultation with the Superintendent or designate, may decline, defer, or redirect a delegation request where the matter is operational in nature, outside the Board's jurisdiction, more appropriately addressed through an administrative process, or inconsistent with legislation, Board policy, privacy obligations, or the orderly conduct of Board business.
- Delegations shall be limited to a maximum of ten (10) minutes, unless an extension is approved by the Board Chair in advance or by resolution of the Board. Trustees may ask questions through the Board Chair for clarification purposes only. Delegations shall not engage in debate with the Board, and trustees shall not debate, decide, or respond substantively to the matter at the time of presentation unless the matter is properly before the Board and the Board, by resolution, determines otherwise. Where more than one delegation is approved for the same meeting, the Board Chair, in consultation with the Superintendent, may limit the number of delegations or adjust presentation times to ensure the orderly conduct of Board business.
- Delegations shall conduct themselves respectfully and in a manner consistent with the Catholic mission, values, and expectations of the Division. The Board Chair may interrupt or terminate a presentation that is inappropriate, disorderly, defamatory, disrespectful, or inconsistent with this policy.
- The Superintendent, or designate, and Board Chair shall determine if the presentation to the Board shall proceed and, if so, at what Board meeting, at what time, and whether the presentation will be heard in closed session or in public.

- In emergent situations where the regular procedure cannot be followed, the delegation, Superintendent, or designate, shall justify the urgency and relevance, then outline the subject and background prior to the delegation appearing before the Board. The delegation may make a presentation in writing and/or orally.
 - The presentation shall be supported by a background/ briefing document and a recommendation for action. The background/ briefing document must be received by the Superintendent, or designate, at the same time as the “request to present to the Board” is filed a minimum of ten (10) days prior to the scheduled meeting at which the individual or group wishes to present.
 - Relevant background information to the delegation's presentation shall be prepared by the Superintendent and is to accompany the agenda.
 - The spokesperson for the delegation shall be identified by the individual or group requesting to make a presentation to the Board.
 - The spokesperson shall be notified of the time and date when the presentation will be made.
 - Where a delegation requests action from the Board, the matter shall normally be received for information and referred to the Board Chair and Superintendent or designate for review. Any Board response or action shall occur at a future meeting unless the Board determines by resolution that immediate action is required and the matter is properly within the Board’s authority.
 - The Board is not required to provide a formal response to every delegation. A delegation may be received for information, referred to the Superintendent or designate for administrative review, declined as outside the Board’s jurisdiction, or placed on a future Board agenda where the matter is within the Board’s governance authority. Where the matter is placed on a future Board agenda, the spokesperson shall be advised, where known, of the meeting date at which the matter may be considered.
 - Where a delegation is received for information or referred to the Superintendent or designate for administrative review, no formal written decision of the Board is required. Where the Board makes a decision in response to a delegation, the Board Chair shall communicate the decision of the Board, in writing, to the spokesperson. If the decision is subject to appeal under the Act, Board policy, or other applicable process, the Board Chair shall advise the spokesperson of the applicable avenue of appeal.

16. Audio/Video Recording Devices:

- The Board expects that anyone wishing to use audio, video, photographic, or other recording devices at a public Board meeting shall obtain prior approval of the Board Chair. Recording shall not be permitted during in-camera sessions or where it would compromise privacy, confidentiality, safety, decorum, or the orderly conduct of the meeting. The Board Chair may revoke permission to record at any time.

Approved: February 29, 2020

Amended: September 26, 2026