
CONTEXT

The Board has chosen to retain the nine areas of responsibility articulated in Policy 2 in order to carry out their governance role. These include: Accountability to the Provincial Government, Development and Maintaining a Culture of Student Learning, Accountability to and Engagement of Community, Strategic Planning, Policy, Board/Superintendent Relations, Political Advocacy/Influence, Board Development, Fiscal Accountability. The annual facilitated Board self-evaluation process is focused on Board performance in relation to these nine areas.

Policy 3

ROLE OF THE TRUSTEE

The role of the trustee is to contribute to the Board as it carries out its legislated mandate. The oath of office taken by each trustee when he or she assumes office binds that person to work diligently and faithfully in the cause of public education. A trustee must first and foremost be concerned with the interests of the Board.

The Board of Education is a corporate body. The trustee's primary responsibility is to act as a member of a corporate Board. School Board trustees collectively and individually must carry out their responsibilities, and the work of the Board, in good faith and with reasonable diligence. A trustee's fiduciary duties are owed to the Board which is, in turn, accountable to the electorate.

Only a trustee who is specifically authorized to act on behalf of the Board may act as an agent of the Board. In such cases, the actions of the trustee are those of the Board, which is then responsible for them. A trustee acting individually has only the authority and status of any other citizen of the District.

The Board shall indemnify a trustee in accordance with Policy 16 Indemnification By-Law.

Specific Responsibilities of Individual Trustees

The trustee shall:

1. Become familiar with District policies and procedures, meeting agendas and reports in order to participate in Board business.
2. Support a majority vote of the Board to advance the work of the Board and monitor progress to ensure decisions are implemented.
3. Refer governance queries, issues and problems not covered by Board policy to the Board for corporate discussion and decision.
4. Refer administrative matters to the Superintendent.
5. Trustee requests for information or action by staff shall be made through the Superintendent.
6. Upon receiving a complaint or inquiry from a parent, staff, or community member will refer the inquiry back to the teacher, Principal, or appropriate District Office personnel and will inform the Superintendent of this action.

7. Keep the Board and the Superintendent informed in a timely manner of all matters coming to their attention that might affect the District.
8. Provide the Superintendent with counsel and advice, giving the benefit of the trustee's judgment, experience and familiarity with the community.
9. Attend meetings of the Board; participate in, and contribute to, the decisions of the Board in order to provide the best solutions possible for the education of children within the District.
10. Attend committee meetings or meetings as a Board representative, as assigned, and report to the Board in a timely manner.
11. When delegated responsibility, will exercise such authority within the defined terms of reference in a responsible and effective way.
12. Participate in Board/trustee development sessions so that the quality of leadership and service in the District can be enhanced.
13. Strive to develop a positive and respectful learning and working culture both within the Board and the District.
14. Become familiar with, and adhere to, the Trustee Code of Conduct.

Orientation

As a result of elections, the Board may experience changes in membership. To ensure continuity and facilitate a smooth transition from one Board to the next following an election, trustees must be adequately briefed concerning existing Board policy and practice, statutory requirements, initiatives and approved plans.

1. The District will offer an orientation program for all trustees following an election that provides information on:
 - 1.1 Role of the trustee and the Board;
 - 1.2 Organizational structures and procedures of the District;
 - 1.3 Board policy, agendas and minutes;
 - 1.4 Existing District initiatives, annual reports, budgets, financial statements and long-range plans;
 - 1.5 District programs and services;
 - 1.6 Board's function as an appeal body;
 - 1.7 Statutory and regulatory requirements, including responsibilities with regard to conflict of interest; and
 - 1.8 Trustee remuneration and expenses.
2. The District will provide financial support for trustees to attend British Columbia School Trustees Association (BCSTA) sponsored orientation seminars.
3. The Board Chair and Superintendent are responsible for ensuring the development and implementation of the District's orientation program for trustees. The Superintendent shall ensure each trustee has access to the Board Policy Handbook and Administrative

Procedures Manual at the organizational meeting following a general election or at the first regular meeting of the Board following a by-election.

Legal Reference: Sections 49, 50, 52, 65, 85 School Act
Local Government Act
A Guide for School Trustee Candidates 2018 BCSTA