

Policy 9

BOARD REPRESENTATIVES

In response to requests from external organizations or agencies, the Board will give consideration to naming representatives to various external committees, agencies and organizations. Such representation is established at the discretion of the Board to facilitate the exchange of information on matters of mutual concern and/or to discuss possible agreements between the District and other organizations.

The Board will determine the terms of reference for each representative. The Board shall be guided by the following principles when naming representatives to other organizations:

- The Board's decision-making role can be exercised only by the Board as a whole, not by an individual trustee or committee;
- The Board's function is primarily governance, rather than administration;
- Responsibilities placed on trustees are to be closely related to the Board's central role as per Policy 2.

Upon request of the Board Chair, the Superintendent may appoint resource personnel to work with the representative and shall determine the roles, responsibilities and reporting requirements of resource personnel.

The following organizations/committees will have Board representation as identified normally at the annual Inaugural Meeting or alternatively at a subsequent meeting of the Board.

Representatives serve at the pleasure of the Board.

External Appointments

1. British Columbia School Trustees Association (BCSTA) Provincial Council

1.1 Purpose of the Provincial Council

- 1.1.1 Act as a forum for discussion of relevant, timely and emerging issues identified from individual Boards, BCSTA Board of Directors, Ministry of Education and other sources.
- 1.1.2 Discuss, and/or develop, policy issues for submission at the Annual General Meeting.
- 1.1.3 Establish interim policies of the Association between general meetings.
- 1.1.4 Address matters as outlined in BCSTA bylaws, including Association budget approval.
- 1.1.5 Act on action requests from BCSTA Board of Directors.

1.2 Powers and Duties of the Board Representative

- 1.2.1 Attend Provincial Council meetings.
- 1.2.2 Represent the Board's positions and interests at the provincial level.

- 1.2.3 Communicate to the Board the work of the Provincial Council.
 - 1.2.4 Bring recommendations to the Board as and when necessary.
 - 1.2.5 Build positive relationships.
 - 1.3 Membership
 - 1.3.1 One (1) trustee; one (1) alternate.
 - 1.4 Meetings
 - 1.4.1 As called by Provincial Council. (Usually 4 per year, one at the AGM)
2. British Columbia Public School Employers' Association (BCPSEA)
- 2.1 Purpose of the BCPSEA
 - 2.1.1 Act as the accredited bargaining agent for the BCSTA's members.
 - 2.1.2 Assist in carrying out any objectives and strategic directions established by the Public Sector Employers' Council.
 - 2.1.3 Coordinate collective bargaining objectives, benefit administration, human resource practices and out-of-scope compensation matters amongst members.
 - 2.2 Powers and Duties of the Board Representative
 - 2.2.1 Attend the BCPSEA meetings as required.
 - 2.2.2 Represent the Board's positions and interests at BCPSEA meetings.
 - 2.2.3 Communicate to the Board the work of BCPSEA.
 - 2.2.4 Bring recommendations to the Board as and when necessary.
 - 2.2.5 Build positive relationships.
 - 2.3 Membership
 - 2.3.1 One (1) trustee; one (1) alternate.
 - 2.4 Meetings
 - 2.4.1 As called by BCPSEA.
3. BCSTA Vancouver Island Branch
- 3.1 Purpose of the BCSTA Vancouver Island Branch
 - 3.1.1 Receive reports from the BCSTA Board of Directors.
 - 3.1.2 Discuss and/or develop policy issues for submission at the Annual General Meeting.
 - 3.1.3 Act as a forum for discussion of Vancouver Island issues.
 - 3.2 Powers and Duties of the Board Representative
 - 3.2.1 Attend BCSTA Vancouver Island Branch meetings.
 - 3.2.2 Represent the Board's positions and interests at BCSTA Vancouver Island Branch meetings.
 - 3.2.3 Communicate to the Board the work of the BCSTA Vancouver Island Branch.

- 3.2.4 Bring recommendations to the Board as and when necessary.
- 3.2.5 Build positive working relationships with other Boards.
- 3.3 Membership
 - 3.3.1 Any trustees may attend; however One (1) trustee; one (1) alternate are assigned as representatives.
- 3.4 Meetings
 - 3.4.1 Four (4) meetings per year or as called by VISTA, as scheduled.

Other Community Involvement

As active community members trustees are frequently requested to sit on various community committees or be involved in community organizations such as the local Chamber of Commerce. The trustee shall make clear that their presence is as a community member and not as a Cowichan Valley School District trustee and therefore the views expressed are those of the individual and not those of the Board or District.

From time to time the Board may wish to send a representative to other external organizations or committees established by such an external organization. Should the Board choose to do so the Board shall appoint a trustee by Board motion. Should the Board not have a relevant position the representative shall seek one from the Board and refrain from expressing a personal opinion. In addition such a representative is required to provide the Board with timely reports.

School Liaison Trustee Role

The Chair shall make School Liaison assignments.

The role of liaison trustee is to provide visible support for school activities including but not limited to athletic competitions, fine arts performances and displays, school celebrations, and recognition events. The role allows trustees to become knowledgeable of public school activities and events and understand the culture of schools in the District. Trustee attendance at liaison schools shall be managed individually, taking into consideration the availability of the individual trustee to attend such events throughout the school year.

School liaison responsibilities shall not:

- Inhibit or circumvent administrative authority or responsibility
- Include any decision-making authority

Parent Advisory Council

Parent Advisory Councils as per section 8 of the School Act may advise the Board and the principal and staff of a school. Therefore, the role of school liaison trustee does not include attendance at Parent Advisory Council or District Parent Advisory Council meetings. If these Councils wish to advise the Board corporate, that advice is to be sent to the Board.

Legal Reference: Sections 8.4, 8.5, 22, 65, 74, 85 School Act
Ministry of Education website

Adopted: September 2018