

Policy Number and Name: 308 Board Representation on External Organizations and Agencies

Policy Section: 300 Board Governance

Effective Date: November 23, 2023

Revised Date: February 24, 2025

Purpose:

Trustees may sit on external committees, agencies, and organizations to represent the voice of the Division in matters that impact the education system and align with the Board mandate and the strategic direction of the Division.

Policy:

The Board will consider 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 partnerships between the Division and other organizations. The Board shall consider the merits of membership in other organizations annually.

The following guidelines shall apply to such representation:

- 1) Where appropriate, the Trustee shall reflect the current formal position of the Board.
- 2) On other issues of significant importance, the Trustee shall consult with the Board to determine the formal view of the Board.
- 3) The Board expects that important issues shall be brought to its attention. Therefore, if an issue has policy implications it shall be verbally reported at meetings of the Board and may be supplemented by a written report, along with all other reports that may be written and included with the meeting agenda.
- 4) All expenses of this activity shall be covered in accordance with compensation guidelines approved annually at the Organizational Meeting of the Board.
- 5) The Director may assign staff to support work of the representative and shall determine the roles, responsibilities, and reporting requirements of the assigned staff.
- 6) The Board will determine the Board representatives as listed in Appendix F annually at the Organizational Meeting.
- 7) When Trustees are selected for any external committee (i.e., SSBA), they must inform the Board.

References:

The Education Act, 1995, Sections 85, 87

The School Division Administration Regulations, 2017, Parts 4, 8