

POLICY #4

ROLE OF THE TRUSTEE

PREAMBLE

Trustees are elected in accordance with the *Local Government Act*

The Trustee shall:

1. become familiar with District policies and procedures, meeting agendas, and reports in order to participate in Board business;
2. support majority decisions 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 discussion and decision;
4. report operational queries, issues, and problems raised by a parent or community member about a school practice to the Superintendent or designate;
5. arrange contact with staff through the Superintendent;
6. inform the Board and the Superintendent, in a timely manner, of matters that might affect the District;
7. provide the Superintendent with counsel and advice based on the Trustee's judgment, experience, and familiarity with the issue;
8. attend meetings of the Board, participate in and contribute to the decisions of the Board to provide the best solutions for students and the District;
9. attend committee meetings or meetings as a Board representative, as assigned, and report to the Board in a timely manner;
10. when delegated responsibility, exercise such authority within the defined terms of reference in a responsible and effective way, recognizing the Trustee's primary task is to act as a member of a corpora Tw T(v)-6 ;()Ttc 0 Tw 1.39 .

16. carry out duties with integrity and responsibility at all times, including during a Trustee election period; and,
17. become familiar with and adhere to the Trustee Code of Conduct and report any violation of the Code to the Board during a closed session.

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 briefed concerning existing Board policy and practice, statutory requirements, initiatives, and approved long-range plans.

The Board believes an orientation program is necessary for effective trusteeship.

1. The orientation program following an election will provide information on:
 - a. role of the Trustee and the Board;
 - b. organizational structures and procedures of the District;
 - c. Board policy, agendas, meetings, and minutes;
 - d. existing District initiatives, annual reports, budgets, financial statements, and long-range plans;
 - e. District programs and services;
 - f. Board's function as an appeal body;
 - g. statutory and regulatory requirements, including responsibilities with regard to conflict of interest; and
 - h. Trustee remuneration and expenses.
2. The District will provide financial support for Trustees, as part of their professional development allocation, to attend seminars provided by the British Columbia Development Association (BCDA).