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**Section:** Board Organization

**Subject:** Role - Trustee

**Authority:** Education Act  
School Board

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1. The powers and duties of school boards are set out in the Education Act (Part VII). Other legislated acts and regulations also guide the policies and decisions of the corporate board.

The Education Act allocates authority to boards rather than to individual members of boards. Trustees, when sitting as part of a corporate board meeting have very considerable powers and obligations collectively. When the Board is not in session, individual trustees have no special rights or powers other than the right to visit a school operated by the Board.

2. As a member of the Board, a trustee is entitled:
  - 2.1 to attend every meeting of the Board;
  - 2.2 to attend a meeting of any committee of the Board within procedures established for attendance;  
  
\*(It is important to note that the composition of joint committees and/or some ad hoc committees held in closed session may limit attendance.)
  - 2.3 to vote on any matter before the Board for which he/she is qualified to vote;
  - 2.4 to receive at a meeting of the Board or a committee of the Board, the information required to make an informed decision on a matter before the Board or committee;
  - 2.5 to inquire at a meeting of the Board or a committee of the Board, on any matter that is within the jurisdiction of the Board;
  - 2.6 to advance at a meeting of the Board or a committee of the Board, a motion on any matter which is within the jurisdiction of the Board and for which the member is qualified to vote;
  - 2.7 to receive any allowance or benefit provided by the Board to its members.
3. As a member of the Board a trustee is expected:
  - 3.1 to conduct themselves in a manner consistent with the Trustee Code of Conduct Policy;
  - 3.2 to attend and fully participate in meetings of the Board;

- 3.3 to contact the Director's Office if they're unable to attend Committee and Board meetings;
  - 3.4 to facilitate the work of the Board through active participation on board committees;
  - 3.5 to come to the deliberation of issues well-prepared and open-minded;
  - 3.6 to respect the diversity of people and opinions represented on the Board;
  - 3.7 to focus debate on issues and to avoid comments related to personalities;
  - 3.8 to recognize, respect and support the consensus of the Board once a decision has been reached;
  - 3.9 to promote positive working relationships with the board's administration and staff;
  - 4.0 to promote positive relationships with the board's many communities.
4. Within the local community, a trustee of the Board is expected:
- 4.1 to represent the broad interests of the community when deliberating on board policies;
  - 4.2 to be an effective communicator on behalf of the school board and the school system;
  - 4.3 to develop and promote a collaborate and consultative approach on school board matters;
  - 4.4 to assist individuals or groups deal with the school system by directing concerns to the appropriate professional staff, to a committee or to the Board and by explaining board procedures and decisions.

**REVISED SEPTEMBER 2017**