

BOARD REPRESENTATIVES

In response to requests from external organizations or agencies, 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 agreements between the District and other organizations.

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.

The Superintendent may appoint resource personnel to work with the external committee representatives and shall determine the roles, responsibilities, and reporting requirements of resource personnel.

External committees will have Board representation 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 Committees

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.

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- 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 South Coast Branch
- 3.1 Purpose of the BCSTA South Coast 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 South Coast Branch issues.

3.2 Powers and Duties of the Board Representative

3.2.1 Attend BCSTA South Coast Branch meetings.

3.2.2 Represent the Board's positions and interests at BCSTA South Coast Branch meetings.

3.2.3 Communicate to the Board the work of the BCSTA South Coast 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 All trustees are expected to attend.

3.4 Meetings

3.4.1 Two (2) meetings per year or as called by the South Coast Branch.

Community Representation

From time to time the Board is invited to appoint representative(s) to committees or other entities external to the School District. Currently the Board has approved trustee representation for the following groups or committees: Chamber of Commerce, Northern Sunshine Coast Ferry Advisory Council, District Parent Advisory Council (DPAC), Powell River Community Action Team, Social Action, and Planning Advisory Committee.

4.1 Purpose:

4.1.1 The purpose of sending representatives to represent the Board on such external committees or entities is to strengthen communication and understanding with the external organization.

4.2 Powers and Duties of the Representative is to:

4.2.1 Represent the Board's positions and interests. If no Board position has been determined the representative will refrain from expressing a personal opinion and will seek a Board position.

4.2.2 Communicate to the Board the work of the external entity and any opportunities which may exist for mutual benefit involving the Board and the entity.

4.2.3 Build positive relations between the entity and the Board corporate.

4.3 Representatives:

4.3.1 Normally one (1) representative chosen by the Chair.

4.4 Meetings:

4.4.1 As determined by the external committee or entity.

4.5 The Board shall review annually the efficacy of continued Board representation on such committees or entities.

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Other Community Involvement

As active community members, trustees are frequently requested to sit on various community committees or be involved in community organizations. If representation to such an external organization has not been approved by the Board as noted above, the trustee shall make clear that their presence is as a community member and not as a Powell River School District Trustee and therefore the views expressed are those of the individual and not those of the Board or District.

Administrative Committee Representation

From time to time the Superintendent in consultation with the Board may request the Board to select a Board representative to an Administrative committee. In such instances the Superintendent will determine the purpose of the committee.

The role of the Board representative in such instances shall be to provide visible Board support for advancing the purpose of the committee and act as the Board's eyes and ears relative to matters being discussed and bring to the Board's attention any related issues which fall within areas of Board retained authority. The Board representative has no decision making authority. Since these are Administrative Committees, the Superintendent shall bring any recommendations to the Board for the Board's consideration and decision.

The Administrative Committee structure shall be determined by the Superintendent with the proviso that the membership shall include one Board member selected by the Board. Committee meetings shall be at the call of the Superintendent.

School Liaison Trustee Role

The Chair shall make School Liaison assignments. The assignments shall be posted on the District website.

School Liaison responsibilities shall not:

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

Parent Advisory Councils as per section 8 of the School Act may advise the Board and the Principal and staff of a school. At the invitation of the PAC the school trustee liaison may attend the PAC meeting. If the Council wishes to advise the Board corporate, that advice is to be sent to the Board.

The role of liaison trustee is to provide visual 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 events, while keeping manageable

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the time demands should there not be some limiting of expectations for Board or trustee attendance at such public events.

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

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