

Policy 1112

Expectations of Trustees

February 22, 2005

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November 5, 2013

March 3, 2015

The Board of Education wishes to ensure an efficient and effective operation. In order to accomplish this, the following duties and responsibilities have been adopted so that all will know the expectations for a Trustee so that they may render effective and credible service.

Attendance at Meetings/Functions

All Board meetings and Board functions have compulsory attendance and only under exceptional circumstances should they be missed. These meetings/functions include:

1. Regular Board meetings;
2. Special Board meetings;
3. Meetings of Committee to which the Trustee is appointed;
4. Advisory Council Meetings;
5. Special functions such as Trustee Inservice, new Trustee orientation, and other functions agreed to by the Board.

In the event that a trustee cannot attend a meeting or fulfill his/her obligation, he/she is to contact the Chair as soon as possible. If a trustee misses two consecutive board meetings, without providing valid reasons to the Chair, the trustee may be required to forfeit his/her indemnity for that period.

Preparation

It is each trustee's responsibility to ensure that he/she has done the necessary reading and background work to ensure that he/she is familiar with the issues to be discussed at Board meetings and/or Committee meetings.

Behavior

As an elected representative of the public, it is mandatory that at all times, a trustee presents himself/herself to the public and to staff in a responsible manner.

Responsibilities

The Chair is an ex-officio member of all committees.

Trustees are responsible to ensure that in the event they cannot fulfill their commitment to a committee or meeting they are to notify the Board and every attempt will be made to find a replacement.

In the event that a Trustee cannot fulfill their ongoing obligations, he/she may be required to tender his/her resignation upon majority vote by the Board.

The Chair, as the elected representative of the Trustees, is responsible for monitoring the attendance, preparation and behavior of his/her colleagues and in the event a trustee acts irresponsibly, the Chair is to take action. In the event that the Chair is the trustee at fault, it becomes incumbent upon the Vice-Chair to take the necessary action.