
Policy 9

BOARD REPRESENTATIVES

In response to requests from external organizations or agencies, the Board will give consideration to 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 will determine the terms of reference for each representative. 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 related to the Board's central role as per Policy 2.

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

The following organizations/committees will have Board representation as identified normally at the annual Inaugural Meeting or alternatively at a subsequent meeting of the Board.

Representatives to External Committees. Organizations and Agencies

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.
- 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. Britannia Community Services Board

3.1 Purpose of the Britannia Community Services Center

- 3.1.1 To develop, coordinate and support a wide range of excellent programs and services for Grandview-Woodland and Strathcona, by working with community members, partners, and local agencies.
- 3.1.2 To be a catalyst for social connection, capacity building and integration of services in our community while celebrating diversity, and enhancing the life and well-being of everyone who lives, works, and plays in our community.
- 3.1.3 Coordinate collective bargaining objectives, benefit administration, human resource practices and out-of-scope compensation matters amongst members.

3.2 Powers and Duties of the Board Representative

- 3.2.1 Attend the Britannia Community Services Board meetings as required.
- 3.2.2 Represent the Board's positions and interests at Britannia Community Services Board meetings.
- 3.2.3 Communicate to the Board the work of the Britannia Community Services Board.
- 3.2.4 Bring recommendations to the Board as and when necessary.
- 3.2.5 Build positive relationships.
- 3.2.6 Working with other members of the Britannia Board of Management, set agency policies, approve budgets, determine the goals of the organization, monitor the use of physical and human resources, and negotiate with governmental bodies and community agencies in the funding, development and delivery of services to the community

3.3 Membership

- 3.3.1 One (1) trustee.

3.4 Meetings

- 3.4.1 As determined by the Britannia Community Services Board.

4. BCSTA E.L.L. Consortium

4.1 Purpose

- 4.1.1 Represent the Board's position and interests to the Consortium

4.2 Powers and Duties

- 4.2.1 Attend E.L.L. Consortium meetings and build positive relationships.
- 4.2.2 Represent the Board's positions and interests to the Consortium

4.2.3 Communicate to the Board the work of the E.L.L. Consortium

4.3 Membership

4.3.1 One trustee;

4.4 Meetings

4.4.1 As called by the E.L.L. Consortium, six times per year.

5. Trustee Representatives to Civic Committees

The Board seeks to have a mutually beneficial relationship with the City of Vancouver and to that end welcomes invitations to have District representation on civic committees.

If such civic committees deal only with administrative matters the VSB shall be represented by administrative staff selected by and reporting to the Superintendent. Where trustee representation is required, the terms of reference for the representative shall be as follows:

5.1 Purpose:

5.1.1 Represent the Board's positions and interests to the committee

5.1.2 To advise Council and City staff on matters of mutual interest.

5.2 Powers and Duties:

5.2.1 Attend Civic Committee meetings

5.2.2 Represent the Board's positions and interests to Civic Committees

5.2.3 Communicate to the VSB Board the work of the committee

5.2.4 Bring recommendations to the Board as and when necessary including any need for the Board to establish positions on specific issues.

5.2.5 Build positive relationships which advance the interests of the VSB.

5.3 Membership:

5.3.1 One trustee for each committee with a VSB liaison

5.4 Meetings :

5.4.1 At the call of the committee Chair

A list of civic committees which have VSB representation together with the name of the VSB trustee representative is contained in the Appendix A to Policy 9.

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. A list of such committees are contained in Appendix B. In such instances the Superintendent will determine the purpose of the committee.

The role of the Board representative in such instances shall be to: (1) provide visible Board support for advancing the purpose of the committee; and (2) 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 as per the Board Policy Handbook for the Board's consideration and disposition. The Board representative has no decision making authority. Since these are Administrative Committees, the Superintendent shall bring any recommendations to the Board for the Boards 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 Board of Education will assign one trustee to each secondary school and the family of elementary schools related to it and to serve as a liaison trustee for those schools. School liaison responsibilities shall not inhibit or circumvent administrative authority or responsibility and shall not include any decision-making authority. In carrying out school liaison responsibilities, trustees shall represent the interests of all students in the District.

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

When senior management receives matters that are of substantial interest to a particular school, the school liaison trustee shall be informed of such matters.

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

Adopted: Sept 24, 2018
