



One *Learning* Community



Do You Want to Be a School Trustee?

- Introduction and Strategic Plan
- Overview of the District
- Role of the Board of Education
- Legislation and Policy
- Governance Role
- Routine Responsibilities
- Election Process
- Questions

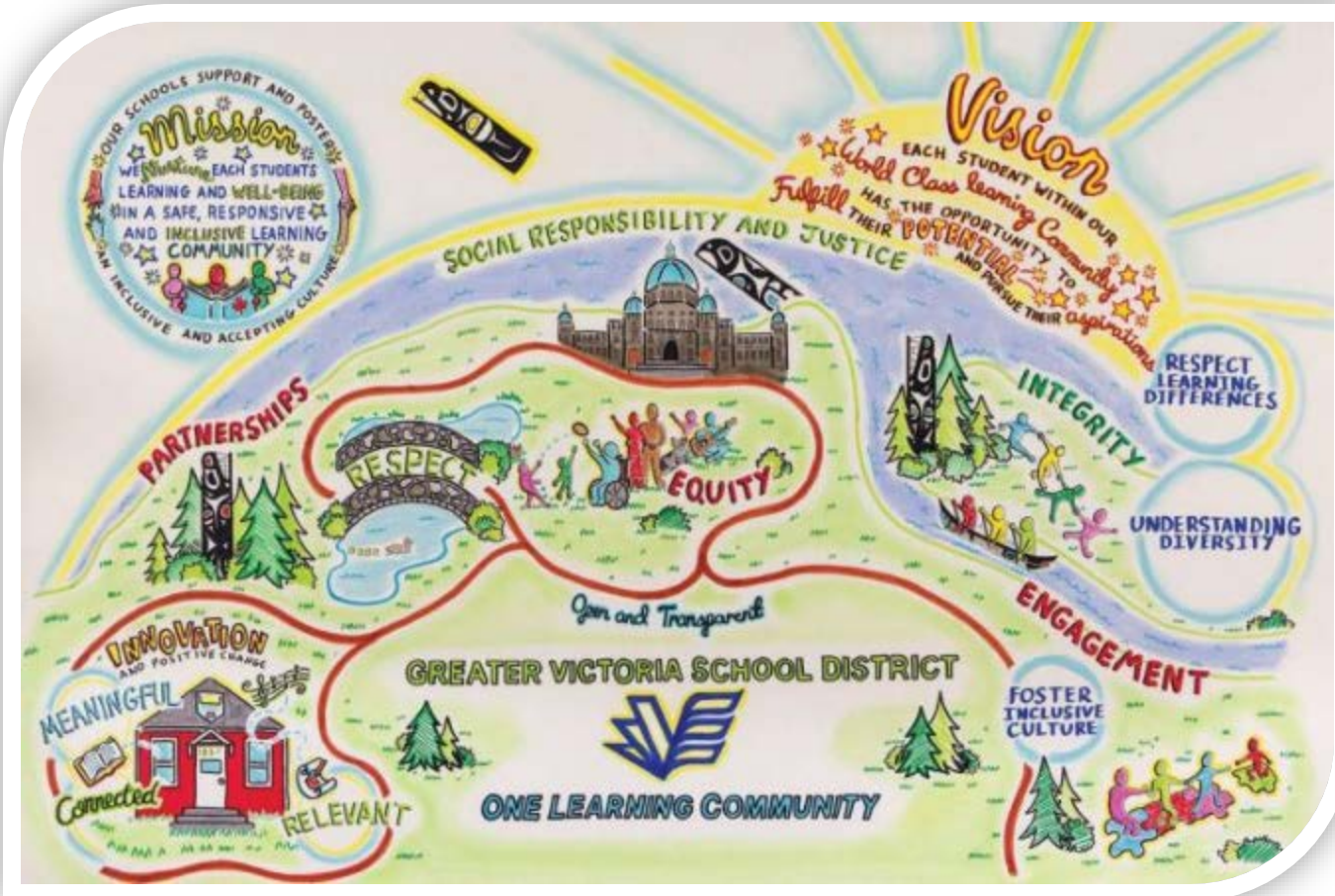
Introduction

Senior Leadership

- Shelley Green, Superintendent
- Deb Whitten, Deputy Superintendent
- Greg Kitchen, Associate Superintendent
- Colin Roberts, Associate Superintendent
- Mark Walsh, Secretary-Treasurer

• Strategic Plan

- Current plan end in 2018
- New Strategic Plan (3-5 years)
- Guides the work of the District
- Board's Strategic Plan informs Operational Plans





Overview

Structure

47 schools across the Capital Region (Victoria, Saanich, Oak Bay, View Royal, Highlands, Esquimalt and the Songhees and Esquimalt Nations).

- ❖ 28 Elementary (K-5)
- ❖ 10 Middle (6-8)
- ❖ 7 Secondary (9-12)
- ❖ Continuing Education
- ❖ International Student Program

Demographics

- 20,000 students
- \$220,000,000 budget
- 3,500 employees including teachers
- 1000 FTE international students

History

- Created in 1946 (formerly Oak Bay, Victoria, Esquimalt, Saanich)

Success

- Record graduation rates (88% over the past 3 years)
- Above provincial average
- Inclusion for Learning Strategy
- Reinvestment of Resources (Science & Numeracy)
- Tech for Learning – “TEC” Packages in every classroom

Administrative Structure

- Schools
- Senior Leadership Team
- District Leadership Team
- Learning Support Team
- Learning Team
- Careers Department
- Aboriginal Nations
- Human Resources
- Facilities Services
- Technology Department
- Financial Services
- International Student Program



The District spends below the provincial average on administration

Board of Education

- Co-governance relationship with the Provincial Government and the Ministry of Education
- Sets local policy for the operation of schools
- Employs the staff for school district operations
- Establishes conditions of employment for employees
- Prepares and approves operating budgets and capital plans

Legislation and Policy

Boards are Corporations created by *School Act*(s. 65) and trustees are governed by Part 4 and others.

Elections

Attendance Requirements

Conflict (Part 5)

Board Powers (Part 6)

Boards may also set their own processes within the framework of the *School Act*(e.g. meeting rules) and Codes of Ethics (Policy 8251)

“Whereas the role of School Trustee is fundamental to the education system in that it embodies the trust of the community in the important enterprise of developing directions to shape the minds, bodies, emotions and spirits of its youthful citizens, a Code of Ethics for Trustees is deemed essential.”

- Policy 8251

Role of Trustee

- Collaborating with fellow trustees to establish Board's Strategic Direction
- Financial Stewards
- Community Leader
- Communicator
- Advocate

Governance Role

The Board of Education sets the general direction of the District and administration implements.

- Individual Trustees do not act alone
- Chair speaks for the Board
- Trustees must beware of bias when making decisions

The Chair speaks on behalf of the Board.

“... the Liaison Trustee may not exercise the rights, duties or powers of the Board”

- Policy 1250

Board Role

- Advocate
- Speak on Political Issues (Chair)
- Create Policies and hold Superintendent accountable
- Bring issues to Superintendent's attention (know appeal process and complaint process)

Administration Role

- Implement
- Speak on administrative issues
- Assist in Policy Creation
- Create Regulations and hold staff accountable
- Deal with matters brought to their attention

Why be a School Trustee?

- Civic Leadership
- Be part of decision-making that focuses on the well-being of our youth and community
- Making a difference in student achievement



Routine Responsibilities

Attendance at Board and Committee meetings, school visits and liaison role

- Normally 1 Board meeting per month
- Member of 1 standing committee
- Represent a Family of Schools
- Liaison with a municipality or First Nation as assigned

Remuneration and Professional development set by Regulation
8230

2018-19 Remuneration:

- **Chair** \$24, 482 plus benefits = \$25, 168
- **Vice Chair** \$22,982 plus benefits =\$23,625
- **Trustee** \$21,482 plus benefits = \$22,083

***Trustee Remuneration shall be adjusted on an annual basis to reflect the inflation rate as per Statistic Canada's Consumer Price Index. The additional stipends for the Chair and Vice Chair are \$3,000 and \$1,500 respectively.

Partners



- Greater Victoria Teachers' Association
- Allied Specialist Association
- Victoria Principals and Vice-Principals' Association
- Victoria Confederation of Parent Advisory Committees
- Canadian Union of Public Employees, Local 382
- Canadian Union of Public Employees, Local 947
- Student Trustees
- Esquimalt and Songhees Nations

Professional Development Opportunities

- BC School Trustee Association Academy and Annual General Meeting
- Regular District and school provided opportunities
- Other self selected or targeted opportunities (e.g. Roberts Rules, Audit Committee etc.)



Other Opportunities:
Visits to Leading Practice Site
(with Chair's approval)

District Forecast

- New funding formula
- 2018-19 is a collective bargaining year
- Enrollment growth continues after decades of decline
- Boundary Review
- Seismic Program
- Childcare Expansion
- Ensuring Equity in resourcing decisions

Election Process

- **Nominations:**
 - Starts: Tuesday, September 4, 2018 at 9 a.m.
 - Ends: Friday, September 14, 2018 at 4 p.m.
- **Withdrawal date** – up until September 21 at 4 p.m.
- **Election Day** - October 20, 2018
- **Trustees Sworn in** – November 5, 2018
- **Trustee Orientation** – November 17, 2018
- **Joan Axford** - ChiefElectionOfficer@sd61.bc.ca

BCSTA Orientation Checklist

New Trustee Orientation Checklist



CHECKLIST

What do trustees need to know as they begin to fulfill their roles as members of a board of education?

THE BOARD'S AUTHORITY

- ☐ Key provisions of the School Act
- ☐ Mandates of boards of education, and of the provincial and federal governments, with respect to K-12 education
- ☐ Board powers and responsibilities under the School Act
- ☐ Co-governance with the Ministry of Education

THE BOARD'S RESPONSIBILITIES

Fiduciary

- ☐ Protecting the interests, image and credibility of the school district, to ensure its financial viability and to act in accordance with all applicable laws, regulations and governing the board and its actions

Strategic

- ☐ Developing a vision for the students under the board's jurisdiction so they are provided with every opportunity to succeed in school, and to give their parents confidence that schools provide a caring and safe environment for their children
- ☐ Oversight of the school district's human, financial, and capital resources to ensure the vision is realized

Policy 8200 – Trustee Election Protocol



- Policy and Regulation 8200 – Trustee Election Protocol
 - Incumbents still visit schools in their capacity but no electioneering in in that capacity, no candidates are introduced in an electioneering capacity
 - Trustee candidates cannot use access (e.g. their current position) to schools to provide literature
 - All candidates meeting should be booked through rentals
 - Concern are raised to the Superintendent (e.g. principals do not apply the policy)
- Other notes
 - Encourage folks to vote. The Board of Education plays an incredibly important role in our community and we are working on doing a better job getting this message out
 - Administration is neutral
 - Individual employees should not campaign with District resources or employee boxes (our Union’s and association do have the right to use *their* members’ boxes to provide information)

Links

Trustee Election 2018 Documents:

<https://www.sd61.bc.ca/board-of-education/trustee-elections-2018/>

- Nomination packages
- Trustee Election Protocol Policy 8200
- Trustee Election Regulation 8200
- BCSTA – Guide for School Trustees

Questions

