



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

POLICY COMMITTEE NOTES

Held on October 27, 2015 at 10:30 a.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Lori Pratt, Chair; Betty Baxter; Dave Mewhort; Greg Russell;
Pammila Ruth; Christine Younghusband

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick,
Secretary-Treasurer; Sarah Bradley, DPAC; Erica Reimer, Recording Secretary;
Marnie Baba, CUPE

REGRETS: Trustee Lori Dixon

The meeting was called to order at 10:37 a.m. A third agenda item was added “Other Items for Future Agendas”

1. Role of the Board Chair

The committee considered several suggestions for revision provided by Trustee Russell. The committee agreed to the following changes:

4 ROLE OF THE CHAIR

*The Chair shall protect the integrity of Board process **and Board cohesion**, coordinate the business of the Board through agenda-setting, represent the Board to outside parties, and speak on behalf of the Board. Consequently, the Chair shall:*

- 4.1 *Maintain a strong understanding of the Board’s policies, bylaws, rules of order and strategic plan, and hold the Board to its rules.*
- 4.2 *Ensure that meeting agendas and discussions are limited to those issues, which; ~~according to Board and provincial policy~~, are clearly in Board jurisdiction.*
- 4.3 *Facilitate reasonable opportunity of every trustee to be heard and understood by the Board, and take responsibility for developing and articulating a collective Board position.*
- 4.4 *Chair Board meetings with all the commonly accepted powers (e.g. ruling, recognizing), and keep deliberation timely, fair, orderly, thorough and efficient.*
- 4.5 ***Not withstanding Policy 3.14, vote ~~Vote~~** while presiding over a meeting only when it will change the outcome of the decision.*
- 4.6 *Make decisions and representations on behalf of the Board which fall within and are consistent with any reasonable interpretation of Board policy, motions and planning, and keep the Board informed of such decisions and representations.*
- 4.7 *Coordinate and encourage input, concerns, ideas and information from trustees and senior administration, and oversee either the placement of these items on Board agendas, or appropriate delegation of them to the Superintendent, Secretary-Treasurer or Board committee in accordance with Board policy.*

- 4.8 *Establish a professional, working relationship with the Superintendent that emphasizes the clarification of Board directives; the sharing of information and trustee/community concerns; **determination and provision** of accurate, thorough and up-to-date information to support Board decision-making; ~~and a coherent and consistent division of district leadership.~~*
- 4.9 *Upon consultation with all trustees, appoint members and chairs of Board Standing Committees and Ad-hoc Committees, and representatives/liaisons to external organizations and committees.*
- 4.10 *Delegate duties to the Vice-Chair, including facilitating the transfer of all duties when the Chair is to be absent.*

2. Role of Board Committees

Due to time constraints, the agenda item was tabled to the November meeting.

3. Other Items for Future Agendas

- A suggestion was made that there be a clear separation of governance and operations in policy.
- A request was made that the Policy Committee meetings be scheduled following Committee of the Whole on an ongoing basis.
- A request was made that suggested policy revisions be provided to the committee in advance of the meeting.
- A suggestion was made that the discussion of the Role of the Trustee be best suited for Trustee Lori Dixon's return.

The meeting adjourned at 12:04 p.m.

Next Meeting: November 24th from 11:00 a.m. to 1:00 p.m. at the School Board Office.

Upcoming agenda item(s):

- Role of Board Committees