

## Board of Directors Policy

<b>Date of amendment:</b>	February 27, 2024 January 25, 2023 November 1, 2018
<b>Date of first approval:</b>	December 12, 2014

### Role of the Board of Education BCPSEA Trustee Representative

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#### Summary

Each board of education in BC appoints a BCPSEA Trustee Representative to represent their Board and conduct business on behalf of their board in relation to BCPSEA matters.

#### Definitions

BCPSEA Trustee Representative: The liaison and communications conduit between boards of education and BCPSEA on human resources matters, including distribution of BCPSEA communications to board members, ensuring their board's voice is heard by BCPSEA, and representing their board in BCPSEA business.

#### Background

The BCPSEA Bylaws state that:

- 2.3 Each member board of education shall appoint one representative to the Association, who must be a trustee of the member board of education. Each board of education member shall notify the Association in writing of the name and address of its representative.
- 2.4 No person in a conflict is eligible:
  - a. to be elected to the Board of Directors of the Association
  - b. to represent a member at any general meeting of the Association
  - c. to represent a member at any other function of the Association.

## Policy details

BCPSEA Trustee Representatives **represent their Board of Education** for BCPSEA business by:

- Attending the BCPSEA Annual General Meeting and Representative Council meetings where they exercise their board of education's voting authority. Preparing for such meetings/voting by reviewing BCPSEA materials and attending relevant BCPSEA preparation calls and meetings.
- Attending other BCPSEA events, including regional meetings and sector calls.
- Understanding the association's mandate and roles and responsibilities within the sector.
- Understanding and upholding the association's conflict of interest provisions. BCPSEA has a broad mandate focused on human resources including labour relations. Given the mandate, most association communications, activities and events are open to all trustees as they do not present conflict of interest concerns. The key area where conflict of interest is a consideration is those activities and events focused on collective bargaining.
- Distributing BCPSEA communications to their Board of Education, and communicating BCPSEA's work, initiatives and issues to their boards.
- Discuss issues related to BCPSEA and its work, and bring comments, questions and concerns from their board to BCPSEA. It is encouraged that BCPSEA be included as a regular discussion/information item on committee and/or board agendas.