



## School Board Candidate Information Session

August 29, 2012

# SSRSB School Board Candidate Information Session



# Governance: School Board Duties

- Setting a vision.
- Providing structure.
- Advocating for all students and schools in the SSRSB.
- Directing families to appropriate Staff regarding school matters.
- Ensuring accountability through the Superintendent.

Good Governance =

- Participatory
- Transparent
- Effective/Efficient
- Equitable



# Governance Framework

Governance provides guidance which drives the education system.

This includes:

- School review.
- Approval of staffing allocations through the annual budget.
- Annual planning.
- Reporting to the Minister of Education as required.

*Refer to Education Act, Section 64.*



# Collective Responsibilities of the School Board

*School Board Members are collectively responsible for significant decisions. However, no single School Board Member has power or authority.*

- During a public debate of a motion, School Board Members have the ability to influence, debate and educate other School Board Members.
- Individual members have one vote.
- Members are loyal to the School Board and expected to publicly support the School Board decisions once motions are approved.



# Management: Superintendent Duties

*The Superintendent is the only employee directly accountable to the School Board.*

His/her role includes:

- Implementing approved School Board policy.
- Hiring and supervision of all employees.
- Managing the entire of school system.
- Overseeing student achievement.
- Reporting performance and achievements.



# School Board Member Obligations

1. Oath of Office
2. Child Abuse Register
3. Police Reference/Records Checks
4. Confidentiality Agreement



# Responsibilities of School Board Members

## By-Laws, Section 4.02

- Be prepared and arrive on time, or early, for School Board Meetings.
- Understand and follow the Rules of Order.
- Respect other School Board Members and Staff.
- Strive for to improved performance through professional development.



# School Board Member Code of Ethics

## By-Laws, Section 4.03

- Represent all communities in the region.
- Be forward-looking and strategic.
- Respect, support and share responsibility for all School Board & Staff decisions.
- Respect and support Staff decisions.
- Base decisions on research, reports and factual information.





# Breach of Code of Ethics

## By-Laws, Section 4.04

- School Board Members and the Superintendent have a responsibility to address any breach of code of ethics by a School Board Member.
- The process of addressing breach of code of ethics is outlined in By-Laws, Section 4.05.
- If a breach cannot be resolved informally, the matter will be brought to the attention of the entire school board.



# Remuneration & Expenses

## By-Laws, Section 4.12

<b>Expense</b>	<b>Financial Cost</b>
Stipend	9,300 / 11,300 / 15,300
Benefits (average)	100
Travel (average)	1,400
Information Technology (average)	900
Conference/PD (average)	2,600
<b><i>Average Remuneration/Member</i></b>	<b><i>\$14,700/year*</i></b>

**\*Note:**

- 1. Amount varies depending on position: chair and vice-chair receive a larger stipend than other board members.*
- 2. Averages are based on fiscal year ending May 31, 2011.*
- 3. Stipends rates are due to be updated in the fall of 2012.*

# Duties of the School Board Chair

## By-Laws, Section 5.02

- Carry out duties in accordance with the *Education Act*, Section 55.
- Call and preside meetings of the School Board.
- Prepare meeting agendas.
- Keep well-informed on issues that arise between meetings.
- Ensure relationships between School Board Members and Staff are positive.
- Only spokesperson for the governing School Board.
- Ensure comments are consistent with policies and decisions.



# Duties of the School Board Vice-Chair

## By-Laws, Section 5.03

- Carry out duties in accordance with the *Education Act*, Section 55.
- Preside at meetings, during absence of the School Board Chair.
- Carry out functions and responsibilities of the School Board Chair in his/her absence.
- Remain up-to-date on educational issues affecting the School Board.
- Assist the School Board Chair as required.



# Meeting Structure

## By-Laws, Section 6

### Regular School Board Meeting

- Focus on motions, debates and decisions
- 7 p.m., 2<sup>nd</sup> Wednesday of every month with the possible exception of July and August.

### Committee of the Whole School Board Meeting

- Focus on open, public discussions about governance-related topics.
- No motions or decisions at this meeting.
- 7 p.m., 4<sup>th</sup> Wednesday of every month with the possible exception of July, August and/or December.



# Attendance at Meetings

## By-Laws, Section 4.08

- Attend all meetings of the School Board.
- Participate in public sessions by telecommunication and be marked as present, when unable to attend in person - Refer to BL9.01.
- the School Board shall declare the seat of a School Board Member vacant if he/she fails to attend three consecutive regular meetings without reasonable excuse.
- Legitimate reasons for an absence from a meeting will be tracked.



# School Board Member Time Commitment

*\*refer to handout regarding School Board Member time commitment*

<b>Responsibility</b>	<b>Time Commitment</b>
Attendance at Regular School Board Meetings	2.5 hrs/month
Attendance at Committee of the Whole School Board Meetings	2.5 hrs/month
Attendance at audit, contractual and ad hoc committee meetings (BL.7), and Special School Board Meetings	max. 5 hrs/month
Attendance at NSSBA committee meetings (max. four School Board Members + one alternate)	Between 3.5 days/year – 8 days/year
Preparation for Meetings	approx. 5 hrs/month
Directing family concerns to appropriate Staff	approx. 5 hrs/month
<b><i>Total estimated time commitment</i></b>	<b><i>approx. 20 hrs/month</i></b>

# Q&A





*Thank You!*

