

Policy 6

BOARD OPERATIONS

The Board conducts its business through public meetings. The details of Board Operations are outlined in the following appendices.

All public meetings of the Board will begin with a Land Acknowledgement.

Board meetings provide an opportunity for Trustees to share knowledge, experience, expertise, ideas, attitudes and expectations in order to effectively carry out the duties vested in the Board of Trustees by the [Education Act](#) and other legislation. The Board has adopted policies so the business of the Board can be conducted in an orderly and efficient manner. All points of procedure not provided for in policy shall be decided in accordance with modified Robert's Rules of Order.

As the fundamental obligation of the Board is to preserve, if not enhance, the public trust in education, meetings of the Board address this obligation by drawing on the expertise of the Superintendent and Executive Team to help trustees understand the educational, fiduciary, financial, human, and community implications of any decisions.

The Board's ability to discharge its obligations in an efficient and effective manner is dependent upon the development and implementation of a sound organizational design. In order to discharge its responsibilities to the electorate of the Division, the Board shall hold meetings as often as necessary. A quorum, which is a simple majority of the number of trustees, must be present for every duly constituted meeting.

Consistent with its objective to encourage the general public to contribute to the educational process, Board meetings will be open to the public. Towards this end, the Board believes its affairs must be conducted in public to the greatest extent possible. Having members of the public make presentations at Board meetings can enhance public interest. There are times when public interest is best served by private discussion of specific issues within "in-camera" sessions. The Board believes it is necessary to protect individual privacy and the Board's own position in negotiating either collective agreements or contracts and therefore expects to go in-camera for certain issues.

Trustees are expected to attend all meetings in person throughout their tenure as a trustee. Trustees are expected to make every effort to attend all meetings in person. Should a trustee be exceptionally unable to attend a meeting in person, consideration can be given to attending via electronic means on an exceptional basis. This exception requires the Board Chair's support and must also be supported by a Board resolution. Should the Board agree, electronic means must be arranged and approved in advance by the Board Chair.

Public engagement opportunities dealing with specific educational topics within the Division can enhance communications and the effectiveness of the Board.

For clarity, statutory responsibilities reserved to the Board under the Education Act and related regulations are outlined in Policy 9 – *Board Delegation of Authority* and must be read in coordination with this policy.

Legal Reference:

[Relevant Legislation & Guidelines](#)

[Appendix A – Wards](#)

[Appendix B – Meetings](#)

[Appendix C – Board Meeting Structures](#)

[Appendix D – Trustee Compensation and Expenses](#)

[Appendix E – Trustee Honoraria](#)