

DIVISION: Board

Policy # GOV-106

POLICY NAME

Professional Development for Trustees

POLICY STATEMENT

It is the policy of the Newfoundland and Labrador English School Board to encourage Trustees to participate in professional development activities, such as seminars and conference, which enhance their effectiveness in school board governance.

BACKGROUND

The Newfoundland and Labrador English School Board operates within the authority granted under the *Schools Act, 1997*. The purpose of this policy is to outline the Board’s commitment to trustee professional development.

SCOPE

This policy is applicable to all Board Trustees of the Newfoundland and Labrador English School District.

DEFINITIONS

Professional Development

For the purposes of this policy, professional development refers to the continuous process of acquiring new knowledge, skills and expertise related to one’s responsibilities or work environment.

POLICY DIRECTIVES

1. Provincial Opportunities (NLSBA)

Attendance at the Annual General Meeting of the Newfoundland and Labrador School Boards Association (NLSBA) will be in accordance to members selected to represent the Board, and will be considered outside the provisions of this policy unless the NLSBA hosts a professional development event for all trustees.

APPROVED: *June 3, 2017*

AMENDED: _____

2. National or International Opportunities

Board trustees may have an opportunity to attend annual national conferences (e.g., Canadian School Boards Association), or international conferences (e.g., National School Boards Association in the U.S.), that are sponsored to promote dialogue and which provide appropriate professional development for trustees.

3. Other Opportunities

Individual trustees may elect to attend other meetings, workshops and conferences related to their role as members of the Newfoundland and Labrador English School Board. They may also access the professional development budget for the purchase of magazine journals, books, or other services related to educational governance.

4. Chairperson

The Chairperson shall have the prerogative to attend meetings and conferences as required for performing the leadership function associated with the role, and in accordance with the budgetary provision established each year.

5. Budget

The annual budget shall specify the amount available for such purposes in each fiscal year, and the funds shall be distributed in an equitable manner among trustees.

5.1 Each Board trustee will be allocated an Annual Professional Development Supplement of \$2,000.

5.2 In addition, the Board will annually budget \$10,000 to a supplementary fund to which individual trustees may apply to the Executive of the Board to access.

5.3 All funds not expended in a given fiscal year will be carried over to the next year, but limited to the term of the school board. At the point of an election of a new board, funding will be reset, and the process will begin again.

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6. Attendance Limitations

The Board recognizes that there may be times when it is prudent to limit the number of trustees at any one event. The Executive of the Board can limit the number of trustees attending any single event. In general, a limit of five trustees, plus the Chairperson, would be considered reasonable.

6.1 In the event that more than five trustees wish to attend the same out-of-province event, priority selection will be as follows:

- i. A trustee who has not attended an out-of-province conference.
- ii. A trustee who has not previously attended the conference requested.

6.2 In the event of a tie, or in the event that the executive of the board cannot determine a priority ranking, the names of the interested persons shall be placed in a box and the appropriate number of names will be drawn for attendance at the conference.

6.3 A first and second alternate shall be selected in accordance with 6.1 and 6.2 in the event a previously selected trustee is unable to attend and reflective of the budget assigned.

7. Reimbursement

Reimbursement for expenses shall be made in compliance with Provincial Government travel expense policies.

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