



### BOARD REPRESENTATIVES

The Board may appoint trustees to represent the Board on various external committees, agencies and organizations. Such representation is established at the discretion of the Board to facilitate the exchange of information on matters of mutual concern and/or to discuss possible agreements between the Division and other organizations.

The Board will determine the terms of reference for each representative. The Superintendent may appoint resource personnel to work with representatives and shall determine the roles, responsibilities and reporting requirements of resource personnel.

The following committees/organizations will have Board representation as determined at the annual Organizational Meeting.

The Board representative will provide a report to a subsequent Board meeting.

#### 1. Alberta School Boards Association (ASBA) Zone 2/3

##### 1.1 Purpose of the Association Zones

- 1.1.1 Act as a forum for discussion of relevant, timely and emerging issues identified from individual boards, ASBA Board of Directors, Alberta Education, and other sources.
- 1.1.2 Discuss, and/or develop, policy issues for submission at the Fall General Meeting of the ASBA.
- 1.1.3 Facilitate the development of trustee skills and knowledge.
- 1.1.4 Act on action requests from ASBA Board of Directors.

##### 1.2 Powers and Duties of the Board Representative

- 1.2.1 Attend ASBA Zone 2/3 meetings.
- 1.2.2 Represent the Board's positions and interests at the Zone level.
- 1.2.3 Communicate to the Board the work of ASBA Zone 2/3.
- 1.2.4 Build relationships.

##### 1.3 Representation

- 1.3.1 One (1) trustee and one (1) alternate.

##### 1.4 Meetings

- 1.4.1 As called by ASBA Zone 2/3.

#### 2. Rural Caucus of Alberta School Boards (RCASB)

##### 2.1 Purpose of the Association

- 2.1.1 To have a place where rural school boards can have authentic conversations as a group to better understand the different issues that we deal with in rural Alberta.
- 2.2 Powers and Duties of the Board Representative
  - 2.2.1 Attend the Alberta Rural Education Symposium (ARES).
  - 2.2.2 Communicate to the Board the work of the RCASB.
  - 2.2.3 Build relationships.
  - 2.2.4 Network with other attendees.
- 2.3 Representation
  - 2.3.1 One (1) trustee and one alternate.
- 2.4 Meetings
  - 2.4.1 As determined by RCASB
- 3. Division Probation Hearing Committee
  - 3.1 Purpose of the Committee
    - 3.1.1 To explore opportunities for improved student attendance/ behaviour.
  - 3.2 Powers and Duties of the Board Representative
    - 3.2.1 Decide whether or not to place the student on Division Probation,
    - 3.2.2 Determine the period of probation, and
    - 3.2.3 Determine any specific conditions that it may decide to set beyond those already specified as part of School Probation.
  - 3.3 Representation
    - 3.3.1 One (1) trustee, when required.
    - 3.3.2 Superintendent and/or designate(s).
  - 3.4 Meetings
    - 3.4.1 As determined by the Superintendent or designate.
- 4. Leduc County Library Board
  - 4.1 Purpose of the Leduc County Library Board
    - 4.1.1 To exercise governance in the provision of Leduc County library services.
  - 4.2 Powers and Duties of the Board Representative
    - 4.2.1 Attend meetings of the Leduc County Library Board.
    - 4.2.2 Represent the Board's positions and interests at Leduc County Library Board meetings.
    - 4.2.3 Communicate to the Board the work of the Leduc County Library Board.
    - 4.2.4 Build relationships.

- 4.2.5 Network with other stakeholders.
- 4.3 Representation
  - 4.3.1 One (1) trustee representing Leduc County.
- 4.4 Meetings
  - 4.4.1 As scheduled.
- 5. Technology Committee
  - 5.1 Purpose of the Committee
    - 5.1.1 To provide input and advice on Technology in the Division and make recommendations to the Superintendent for action.
  - 5.2 Powers and Duties of the Board Representative
    - 5.2.1 Attend Technology Committee meetings as required.
    - 5.2.2 Communicate to the Board the work of the Technology Committee.
    - 5.2.3 Build relationships.
  - 5.3 Representation
    - 5.3.1 One (1) trustee and one (1) alternate
  - 5.4 Meetings
    - 5.4.1 As scheduled.
- 6. Teachers' Employer Bargaining Association (TEBA)
  - 6.1 Purpose of the Committee
    - 6.1.1 TEBA Trustee Representatives represent their School Board and exercise full and final authority on behalf of the School Board they represent on TEBA matters.
  - 6.2 Powers and Duties of the Board Representative
    - 6.2.1 All members of the Representative Committee are to maintain confidentiality with respect to any information related to the TEBA business, unless otherwise directed by the TEBA Board Chair.
    - 6.2.2 TEBA Trustee Representatives have a fiduciary duty towards TEBA and cannot serve as Trustee Representatives if they have a pecuniary interest.
    - 6.2.3 Acting in good faith with a view to the best interest of TEBA.
    - 6.2.4 Providing input and voting on any TEBA matters
    - 6.2.5 Communicating with their School Board as directed by TEBA's Board of Director's Chair.
- 7. Enhanced Professional Development Program Committee
  - 7.1 Purpose

- 7.1.1 To review Enhanced Professional Development Program requests for Division Staff
- 7.2 Powers and Duties
  - 7.2.1 Review and approve requests
- 7.3 Representation
  - 7.3.1 One (1) trustee and one (1) alternate
  - 7.3.2 One (1) teacher
  - 7.3.3 One (1) Division Administration representative
- 7.4 Meetings
  - 7.4.1 To be called by the Superintendent (as needed)

Legal Reference: Section 33, 34, 51, 52, 53 Education Act