

6 TRUSTEE ORIENTATION AND PROFESSIONAL DEVELOPMENT

The Board believes that an orientation and ongoing participation in professional development program is necessary for effective trusteeship.

- 6.1 The Board Chair, Vice-Chair and Superintendent are responsible for updating the Trustee Orientation Handbook prior to a general local election, and then implementing an orientation program for newly elected trustees prior to January 31 after the election that covers:
- (a) role of the trustee and the Board;
 - (b) organizational structures and procedures of the district;
 - (c) Board policy, agendas and minutes;
 - (d) existing district initiatives, annual reports, budgets, financial statements, and long range plans;
 - (e) district programs and services;
 - (f) Board's function as an appeal body; and
 - (g) statutory and regulatory requirements, including responsibilities with regard to conflict of interest.

Incumbent trustees are expected to participate in orientation and help newly elected trustees become informed about functions, policies and procedures.

- 6.2 The Board will provide financial support for trustees to attend professional development activities through, but not limited to, the BC School Trustees Association and BC Public Schools Employers' Association in order to support their own effective trusteeships, Strategic Plan priorities and any opportunities for improvements as identified through the Board Self-Evaluation process
- 6.3 The Board Chair will coordinate and provide oversight of trustee professional development activities and expenditures.
- 6.4 The Board Chair will ensure that the Board engages in regular assessments of its effectiveness as a Board.
- 6.5 The Board will consider bringing professional development opportunities to the Sunshine Coast or to extend the invitation to other Boards to cost share in order to reduce travel expenses whenever possible.
- 6.6 Each January, the Board shall review previous year's spending in order to facilitate and plan trustee professional development for year ahead.
- 6.7 If professional development funds are exhausted in a given year, Trustees may apply for additional personal professional development funding through the Board Chair.
- 6.8 Trustees engaging in personal professional development shall report back to the Board in a timely manner

6.9 In cases where the parent organization pays for travel expenses directly or reimburses the district, those costs will not reduce a trustee's personal professional development request.

Board Policy: December 2010

Revised: June 2014, May 2018, October 2023