



ADMINISTRATIVE POLICY	
<i>Approval Date</i> 2014	<i>Replacing</i> All previous policies
<i>Review Date</i> 2020	<i>Page</i> 1 of 2
<i>Contact Person/Department</i> Director of Education	<i>Identification</i> BD-2015

TRUSTEE ATTENDANCE AT CONFERENCES AND SEMINARS

1.0 PURPOSE

The Board recognizes the value of Trustees' attendance at conferences and seminars. The following guidelines are set out to facilitate such participation.

2.0 REFERENCES AND RELATED DOCUMENTS

- 2.1. BD-2010 Trustees' Associations Policy
- 2.2. BD-2006 Student Representation on the Board Policy

3.0 TERMS AND DEFINITIONS

- 3.1. OPSBA – Ontario Public School Boards Association
- 3.2. Trustee – a duly elected member of a district school board
- 3.3. OSTA-AECO – Ontario Student Trustee Association
- 3.4. Chairs Council – composed of the Board Chair, Vice Chair, and Past Chair, and Director of Education
- 3.5. CODE – Council of Ontario Directors of Education

4.0 POLICY

- 4.1 An appropriate amount for attendance of Trustees at conferences and seminars shall be budgeted each year, within the constraints of the current budget.
- 4.2 Attendance at OPSBA sponsored events is deemed approved for all Trustees.
- 4.3 Attendance at OSTA-AECO sponsored events is deemed approved for the student Trustee with the requisite approval in place from the Director of Education, and a parent or guardian.
- 4.4 Requests for attendance at non-OPSBA sponsored conferences and seminars will be forwarded to the Chairs' Council for consideration. A Trustee may appeal the decision of the Chairs' Council to the Board.
- 4.5 Consideration in approving the attendance of a Trustee at a non-OPSBA sponsored seminar or conference will include:

- 4.5.1 The relevance of the conference to the Trustee's duties with respect to the Board;
 - 4.5.2 The budget position of the conference account;
 - 4.5.3 The number of Trustees wishing to attend any one event; and
 - 4.5.4 The number of conferences or seminars attended by the Trustee in the last year.
- 4.6 Only expenses of the Trustees approved to attend the event will be eligible for reimbursement.
- 4.7 The Trustees approved to attend the event will provide a brief summary of the conference or seminar highlights at a subsequent Board meeting or Committee of the Whole meeting, for the information of the Board.