



<b>ADMINISTRATIVE POLICY</b>	
<i>Approval Date</i> <b>2019</b>	<i>Replacing</i> <b>All previous policies</b>
<i>Review Date</i> <b>2024</b>	<i>Page</i> <b>1 of 2</b>
<i>Contact Person/Department</i> <b>Director of Education</b>	<i>Identification</i> <b>BD-2015</b>

## **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.