



Date: May 22, 2024 **Agenda Item:** 9.1.1
To: Board of Trustees
From: Irene Gibbons, Board Chair
Governance Policy: [Board Policy 221: Role of the Trustee](#)
Additional Reference: [Board Policy 700: Superintendent of Schools](#)
Education Act: Sections 33 (1)(j)
Assurance Domain: Governance

Superintendent Leadership Quality Standard (SLQS)

SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):

Building Effective Relationships
School Division Operations and Resources
Supporting Effective Governance

Subject: The Role of The Trustee

Trustees have responsibilities similar to those of directors of any other corporation, including a common law “fiduciary duty” or “fiduciary responsibility”. Fiduciary duty of trustees may be described as: a duty of loyalty, an obligation to act in a manner that puts the Division’s interest ahead of all other interests and a duty to act honestly and in good faith with a view to the best interests of the Division.

A trustee, as a partner in education, has the responsibility to fulfill the responsibilities of the board as set out in section 33 of the Education Act and comply with the Board’s code of conduct (Education Act Section 34).

As outlined in Policy 221 - Role of the Trustee, it is explicitly stated:

2.1.7 Respect and support the authority of the Superintendent to direct the work of administration and staff.

*2.2 Trustees shall not attempt to exercise individual authority over the organization and/or schools; the Superintendent; or any member of the staff.
In particular:*

2.2.1 Individual Trustees will not assume personal responsibility for resolving operational problems or complaints. Any such complaints will be referred forthwith to the Superintendent for investigation and resolution

2.2.2 Trustees shall not encourage direct communication with employees and members of the public who attempt to bypass school or Central Office Administration but shall encourage employees and members of the public to utilize reporting lines at the school level or within Central Office Administration to bring concerns to the Board

2.2.3 Trustees shall comply with their fiduciary duty to inform Administration of concerns brought to their attention

Additionally, the Education Act, Section 33(1)(j) emphasizes the responsibility of the board in relation to the Superintendent:

"33(1) A board, as a partner in education, has the responsibility to; (j) recruit the superintendent and entrust the day-to-day management of the school division to the staff through the superintendent."

Trustees are reminded to adhere to legislation and policy. Bypassing the Superintendent by contacting employees directly with requests is in breach of Trustee Code of Conduct. Such actions undermine the established structure and impede the effective management of the school division.

The Superintendent is the primary point of contact for all operational matters and any concerns or requests shall be communicated through the appropriate channels to ensure consistency and respect for the roles within the organization.

The Board Chair is prepared to respond to questions at the May 22, 2024, Public Board meeting.

Attachment(s):

Not applicable.