

**THE PROTESTANT SEPARATE SCHOOL BOARD  
OF THE TOWN OF PENETANGUISHENE**

**POLICY MANUAL**

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**POLICY TITLE:**

**SECTION/CODE:**

**Trustees**

**Board By-Laws 1 – VI**

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**APPROVAL DATE:**

**SUPERSEDES:**

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**December 2, 2024**

**December 7, 2020**

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**December 2028**

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**BY-LAW VI**

**TRUSTEES**

1. All Trustees shall be qualified in accordance with [Part VII of the Education Act](#).
2. Individually, each Board member has no rights or powers, other than the right to visit the school, with prior knowledge, pursuant to Board business. Collectively, the Board as a whole has considerable rights, powers, and responsibilities as set out in the *Education Act*.
3. Within the function of the School Board, each Trustee is entitled:
  - 3.1 To attend every Regular and Special Meeting of the Board.
  - 3.2 To attend, as an observer, every Committee Meeting of the Board.
  - 3.3 To vote on any motion put before the Board, unless they have declared a conflict of interest.
  - 3.4 To put forth a motion to the Board, on any matter within the Board's jurisdiction.
  - 3.5 To contribute to any debate or discussion arising from a motion, unless they have declared a conflict of interest.
  - 3.6 To receive all available information required to make an informed decision on any matter put before the Board or a Committee of the Board.
4. Members of the Board must all contribute to the effective and efficient operation of the Board as a whole. Each Trustee must:
  - 4.1 Attend punctually and regularly all meetings of the Board and designated committees.
  - 4.2 Collect correspondence from the Board Office and peruse all material before each Board Meeting.

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- 4.3 Fully participate in all Board and designated Committee Meetings.
- 4.4 Respect the rights and opinions of others.
- 4.5 Conduct himself or herself in a professional manner at all times.
- 4.6 Acknowledge, respect and enforce any decision made by the Board.
- 4.7 Promote a positive working environment in the Board and School community.
- 4.8 Respect the confidentiality of any meeting deemed to be closed to the public in accordance with *Section 207 (2) of the Education Act*.
- 4.9 Provide a current (within 6 months) Vulnerable Sector Police Record Check to the board office in accordance with Policy C-17 Vulnerable Sector Police Record Checks, and sign an Offence Declaration each year thereafter.
- 4.10 As a representative for the local community, a Trustee of the Board is expected
- 4.11 To represent the interests of students, families and taxpayers.
- 4.12 To encourage and practise open communication on behalf of the School Board and school system.
- 4.13 To promote the active involvement of the community in policy development and implementation.
- 4.14 To be accessible to the public, and refer any concerns raised by the public to the Supervisory Officer.