

YORK CATHOLIC DISTRICT SCHOOL BOARD



BOARD POLICY	
<i>Policy Section</i> Governance	<i>Policy Number</i> 105
<i>Former Policy #</i> 805	<i>Page</i> 1 of 3
<i>Original Approved Date</i> January 1979	<i>Subsequent Approval Dates</i> March 25th, 2008 May 8th, 2007 December 16th, 2003 September 26th, 2000 February 7th, 2012

POLICY TITLE: TRUSTEE PROFESSIONAL DEVELOPMENT

SECTION A

1. PURPOSE

Trustees, as elected community representatives and ambassadors of the York Catholic District School Board, benefit from participating in opportunities that enhance their individual and collective expertise in the role of trustee and in their understanding of educational issues. This policy is intended to clarify guidelines and budget parameters in support of professional development activities for trustees.

2. POLICY STATEMENT

It is the policy of the York Catholic District School Board to encourage professional development of Trustees through attendance and participation in approved educational conferences, workshops and seminars.

Professional development activities are supported within the context of guidelines and budgetary parameters established by the Board.

3. CROSS REFERENCES

YCDSB Policy 111	Trustee Services and Expenditures
YCDSB Policy 808	Travel, Meals and Expense Reimbursement

4. RESPONSIBILITIES

Director of Education: To monitor the implementation of the policy.

Executive Committee: To deal with any inequity resulting from the policy.
To bring to the Board any matter relative to this policy which in the opinion of the Committee requires a Board decision.

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SECTION B

GUIDELINES

1. TYPES OF PROFESSIONAL DEVELOPMENT ACTIVITIES

There are two main categories of professional development activities that trustees may wish to attend in their capacity as members of the Board or at which the Board may wish to have trustee representation.

a) Board Centrally Funded Conferences, Workshops and Seminars

Conferences, workshops and seminars at which it is deemed advisable that the Board be officially represented, will be funded centrally by the Board.

Such conferences, workshops and seminars which are considered Board centrally funded for the proper exercise of a committee or trustee mandate shall include, but shall not be limited to:

- O.C.S.T.A. Conferences
- C.C.S.T.A. Conferences
- Ministry of Education sponsored events/activities
- Conferences, workshops, seminars organized by the Board or Administration
- Others, as approved by the Executive Committee of the Board

There is no limit to the number of Trustees that may attend these events.

Budget Impact:

- The Board will establish an annual budget for Board centrally funded conferences
- Expenses related thereto shall not be charged to the Trustee's Discretionary Allowance.

b) Other Professional Development Activities and Board Related Travel Outside of York Region

Occasionally, the opportunity arises for Trustees to travel, as ambassadors for the Board, outside of York Region. As well, attendance at optional education conferences is of value to the professional development of individual trustees and their role at the Board table. Attendance will be pre-approved, using the Admin 83(A) by the Executive Committee, and expenses will be charged to the Trustee's Discretionary Allowance.

2. ELIGIBLE PROFESSIONAL DEVELOPMENT/ACTIVITY EXPENSES:

The expenditures for approved conferences, workshops and seminars, outlined in the following, shall be eligible for reimbursement: See the Board's Travel, Meals and Expense Reimbursement Policy for direction

- Registration Fee;
- Standard hotel accommodation for the days of the conference/workshop/seminar;
- Travel costs to and from conference, workshop/seminar;
- Meals, not otherwise covered through registration, for the days of the conference, workshop, seminar

