



Rolling River School Division

BOARD OPERATING PROCEDURE

BBBC – WARD VACANCY - TRUSTEE APPOINTMENT

The Board of Trustees will support the appointment of a Trustee to represent a Ward in the Division when no candidate has submitted the appropriate nomination documents as required by the Public Schools Act and the Elections Authority Act.

In the event no candidate has submitted the appropriate nomination documents for the Rolling River First Nation ward, the Superintendent will request the Chief and Council of the Rolling River First Nation to name a nominee or nominees to consider for the Board to appoint.

In the event the vacancy is in any other ward in the Division, to determine the appointment, the Board will appoint a committee to identify and recommend a candidate for appointment to the Board. The Committee appointed will be called the Vacant Ward - Trustee Appointment Committee and will consist of:

- The Superintendent or Secretary-Treasurer;
- the Board Chair;
- one other Trustee.

The Vacant Ward - Trustee Appointment Committee will identify candidates for consideration by requesting nominations of potential candidates from the following interest groups:

- The School Administration of the schools in the affected Ward;
- The School Parent Advisory Council (if available) of the schools in the affected Ward;
- The local Municipal / Town Government;

The Vacant Ward - Trustee Appointment Committee will assess nominated candidates for consideration by considering the following criteria:

- Availability to meet the time commitments of Trustee;
- Participation in schools activities;
- Education and /or work experience that demonstrates a contribution of value to the Board;
- Community experience that demonstrates an involvement with and interest for children / youth;
- Additional skills / experience of value to Board operations / governance.

The Vacant Ward - Trustee Appointment Committee will provide a confidential report to the Board that identifies recommended candidates in order of priority and a rationale for the appointment and will receive Board approval to proceed with discussions with the preferred candidate(s) following which, the Board will pass a resolution formally appointing the selected candidate.

Date Adopted: October 19, 2006
Date Revised: June 22, 2011
Date Reaffirmed: May 25, 2016
Date Reaffirmed: October 7, 2020