



THE OFFICE OF CATHOLIC SCHOOL TRUSTEE

The Red Deer Catholic Regional Division #39 provided the following information for inclusion in this handbook:

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| <u>Term of Office:</u> | 4 years |
| <u>Number of Trustees:</u> | 5 from Red Deer Ward 1 from Highway 11 Ward (Rocky Mountain House/Sylvan Lake) 1 from QEII Ward (Innisfail, Bowden, Olds, Didsbury) |

Note: The boundaries of the Catholic School District extend beyond the limits of the city into neighbouring counties. The Red Deer Catholic Regional Division also includes Rocky Mountain House, Alhambra, Caroline, Eckville, Sylvan Lake, Innisfail, Bowden, Olds, and Didsbury, and some residents of the counties surrounding each of these communities.

Excerpts from the School Act

Board responsibility

45.1(1) A board has the responsibility to ensure that each student enrolled in a school operated by the board and each staff member employed by the board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

(2) A board shall establish, implement and maintain a policy respecting the board's obligation under subsection (1) to provide a welcoming, caring, respectful and safe learning environment that includes the establishment of a code of conduct for students that addresses bullying behaviour.

(3) A code of conduct established under subsection (2) must

- (a) be made publicly available,
- (b) be reviewed every year,
- (c) be provided to all staff of the board, students of the board and parents of students of the board,
- (d) contain the following elements:
 - (i) a statement of purpose that provides a rationale for the code of conduct, with a focus on welcoming, caring, respectful and safe learning environments;
 - (ii) one or more statements that address the prohibited grounds of discrimination set out in the *Alberta Human Rights Act*,

- (iii) one or more statements about what is acceptable behaviour and what is unacceptable behaviour, whether or not it occurs within the school building, during the school day or by electronic means;
- (iv) one or more statements about the consequences of unacceptable behaviour, which must take account of the student's age, maturity and individual circumstances, and which must ensure that support is provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour,
- (e) be in accordance with any further requirements established by the Minister by order.

(4) An order of the Minister under subsection (3)(e) must be made publicly available.

Excerpts from the Red Deer Catholic Regional Division #39 Board Policy Handbook

POLICY 16: ELECTION CAMPAIGNING AND DISTRIBUTION OF CAMPAIGN MATERIAL

1. No candidate shall be permitted to post or distribute any campaign literature on, or in, any building owned by the board.
2. The principal shall ensure that all staff members are made aware of the following:
 - 2.1 No candidate shall enter, or be invited into, buildings owned by the board for the purpose of addressing division staff or students on matters related to their political platform.
 - 2.2 The staff, individual employee, or student, with the permission of the school principal, may organize a forum in board facilities provided that all candidates for that election are given equal opportunity to discuss their political platforms and distribute campaign literature.

POLICY 19: BOARD OPERATIONS

- 6.2 All trustees shall notify the Board Chair or the Superintendent if they are unable to attend a Board meeting.
- 6.3 All trustees who are absent from three consecutive regular meetings shall:
 - 6.3.1 Obtain authorization by resolution of the Board to do so; or
 - 6.3.2 Provide to the Superintendent evidence of illness in the form of a medical certificate respecting the period of absence. Failure to attend may result in disqualification.
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Position of Catholic School Trustee, Regional Division Board

The *School Act* (Part 3) outlines the obligations, powers, operation and management of a School Board. A copy of the *School Act* is available at the Catholic School Board Office for those interested in reading more about this. The members of the School Board are elected in accordance with the *Local Authorities Election Act*.

Why Should I Run For Catholic School Trustee?

- Catholic trusteeship is an elected office, similar to that of a city or town councillor. It provides you with the opportunity to fulfil your civic duty in serving the Catholic community.
- You will have the opportunity to make a positive contribution to the education of Catholic children and youth by making 'Christ known to children' in our Catholic schools.
- By contributing to the development of wise and prudent policies, you will help to promote the division mission of a school system 'Inspired by Christ and aspiring to excellence.'
- As a guardian of the Constitutional rights for Catholics with respect to education, you will be part of a team that will help safeguard Catholic education.
- You will experience true personal and spiritual growth.
- You will have the opportunity to influence many new people with whom you will have to work in the mainstream of the democratic process.
- You will be a leader in the local and provincial Catholic community.
- Serving as the Church's local representative in education, you will be serving in the mission of Catholic education.

What is the Catholic Community's expectation of a School Trustee?

Vision

From your understanding of the Church and its educational tradition, as reaffirmed in the Second Vatican Council, you are prepared to participate actively in shaping the future of Catholic schooling.

Unselfish Faith Commitment

Already committed to the Catholic community through your religious practice and prayerful reflection, you accept other people's opinions as valid and useful within the decision-making process;

Understanding

An appreciation of the Catholic school's role, together with the family and the parish, in establishing a total Christian environment where Christ is made known to children and youth;

Capacity for Team Work

The ability to work productively as a member of an elected board, with an understanding of the corporate decision-making process;

Courage

The willingness to speak out for students as the first priority in the educational system; the determination to favour principle over expediency;

Common Sense

The ability to distinguish dreams from reality and the will to establish priorities, fiscal or other, in the face of a multiplicity of conflicting demands; and

Humility

The wisdom to understand that service for children and youth comes before any self-serving objectives of interest groups or individuals and you.

Committees

Alberta Catholic School Trustees
Alberta School Boards - Zone 4
Joint School Council / School Board
Negotiations
Audit
Education Foundation
Board/ATA Liaison

Trustees Appointed

1
2
1
2
2
2
2

NOTE: In addition to these committees, each trustee acts as a school liaison for two or three schools.

REMUNERATION & BENEFITS

Honorarium: Chairman: \$16,620 per annum (one-third non-taxable, based on current figures)
Vice-Chairman: \$14,034 per annum (one third non-taxable, based on current figures)
Trustees: \$12,520 per annum (one third non-taxable, based on current figures)

Pension: None

Benefits: Premiums paid by School District

- Alberta Health Care
- Group Life (\$25,000 each)
- Extended Health Care
- Dental
- Health Care Spending

Per Diem: Trustees are entitled to a fixed per diem of \$195 per day while on school district business as appointed by the Board.

Transportation: A transportation allowance is paid for the use of a personal vehicle outside the city of Red Deer.

Expenses: Meals and lodging are reimbursed on actual receipts.

Additional Information:

For general information regarding School Board and/or Committee procedures contact:

Catholic School Board Office

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