

Board Policy 4 – Appendix C

ROLE OF THE TRUSTEE LIAISON

- 1) Demonstrate an interest in the school by maintaining contact in the following ways:
 - Arranging an appointment to tour the school
 - Attending school events such as concerts, productions etc., as time permits
 - Attending one PAC meeting each year, when possible, at the invitation of the PAC
- 2) Promote positive school-community relations by:
 - Referring individual, parent or community concerns to the Principal and / or the Superintendent
 - Informing the Superintendent of any specific concerns the Trustee believes are surfacing in the community
 - Assisting constituents in understanding appropriate process, clarifying policy, and identifying proper contacts
 - Explaining the role of the Trustee / Board upon request
 - Sharing updates, as appropriate on the work of the Board and District with the school through its PAC
- 3) A school Liaison Trustee does not:
 - Consider themselves a manager or supervisor of a particular school
 - Promote a personal agenda at the school level
 - Get involved in school or district staff responsibilities for a school
 - Get involved in the operations at a school or district site

School Liaison Assignments

- Trustees should have the chance to be liaison for schools in 2-year assignments
- Trustees should not be liaison trustees for schools where they have children or grandchildren attending or where they have previously served as PAC Executive

At all times trustees must ensure they are not acting individually, but within the parameters of the corporate board structure