
ROLE OF THE TRUSTEE

The role of the trustee is to contribute to the corporate Board as it carries out its mandate in order to achieve its core purpose. The oath of office taken or affirmation made by each trustee as he/she assumes office binds that person to work diligently and faithfully toward the goals of Catholic education.

The trustee model of representation is a model of a representative democracy. Constituents elect their representatives as 'trustees' (or 'entrust' them) for their constituency. These 'trustees' have sufficient autonomy to deliberate and act in favor of the greater common good, even if it means going against the short-term interests of their own constituencies.

The Board of Trustees of Fort McMurray Roman Catholic School District No. 32 is a corporation. The decisions of the Board in a properly constituted meeting are those of the corporation. A trustee that is given corporate authority to act on behalf of the Board may carry out duties individually but only as an agent of the Board. In such cases, the actions of the trustee are those of the Board, which is then responsible for those actions. A trustee acting individually only has the authority and status of any other citizen of the District and cannot direct the staff of the District to undertake any direct action.

Specific Responsibilities

A trustee shall:

1. At the time of assuming office take and subscribe to the official oath and deposit it with the Secretary-Treasurer.
2. At the time of assuming office pledge to, and sign, the Trustee Code of Conduct.
3. Be responsible for declaring himself/herself to be in a possible conflict of interest in accordance with Part 3, Division 3 of the School Act. 4.
4. Participate in, and contribute to, the decisions of the Board in order to provide the best solutions possible for the education of students within the District.
5. Model the values and requirements of a practicing Catholic and participate in parish and church activities.
6. Recognize his/her fiduciary responsibility to the District and act in the best interests of the District, understanding that the overall goals of the District are paramount.
 - 6.1 Vote on every Board motion, unless there is a conflict of interest;
 - 6.2 Support the majority vote of the Board to advance the work of the Board

7. Attend all meetings of the Board unless unable to do so because of illness or other unavoidable cause and be familiar with District policies and meeting agendas in order to be able to participate fully in the business of the Board.
8. Recognize the key role of parents as partners in education with the District to bring about student success and responsible citizenship.
9. Respectfully bring forward and advocate for local issues.
10. Refer matters not covered by Board policy, but requiring a corporate decision to the Board for discussion.
11. Refer administrative matters to the superintendent.
12. The Trustee, upon receiving a complaint or inquiry from a parent, staff member or community about District operations, will refer the individual or party back to the teacher, principal or central administration, as appropriate, working through the chain of command and inform the Superintendent and trustees of this action?
13. Strive to develop a positive and respectful learning and working environment both within the Board and the District.
14. Attend, when possible District functions/events.
15. Become familiar with, and adhere to the Trustee Code of Conduct.
16. Report any violation to the Trustee Code of Conduct to the individual trustee and if not resolved, to the Board Chair, or where applicable, to the Vice-Chair.

Legal Reference: Section 60, 61, 68, 72, 80, 81, 82, 83, 84, 246 School Act
Section 6 Commissioner of Oaths Act