

**NANAIMO LADYSMITH PUBLIC SCHOOLS  
BUSINESS COMMITTEE  
PUBLIC MEETING  
ACTION SHEET**

DATE: November 8, 2023  
TO: Business Committee  
FROM: Mark Walsh, Secretary-Treasurer  
SUBJECT: Policy 2.18 – Trustee Remuneration and Professional Development Expenses

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### **Recommendation**

***The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the amendments to Policy 2.18 – Trustee Remuneration and Professional Development Expenses.***

### **Background**

This Action Sheet and recommended motion outline changes to Policy 2.18 recommended by staff. Attached to this Action Sheet is a memo associated with concerns previously related by staff with respect to ambiguity in the Policy.

### **Discussion**

From the outset it is important to note that the updates being proposed to the Policy are not intended to make significant changes to the Policy but rather provide clarity. The Policy was drafted by a group of stakeholders, without trustee participation in 2021. The changes are intended to provide clarity for the administration of the Policy as well as to make minor updates. There are four main changes to note:

1. A clarification that coursework, memberships, training and resources are acceptable use of the funds.

Rationale: This is likely just a clarification of the intent of the funding. Notably, there are examples of trustees receiving support for memberships in the past. As noted in the attached memo, support for professional development of an extended duration does not appear to be part of the policy but likely was not intended to be excluded. As the memo notes, coursework (e.g. Robert's Rules certification) due its duration would not fall under the Policy as written. Also noted, the changes envision the purchase of books or similar "resources".

2. An extension of the purpose of the funds beyond just the area of education.

Rationale: The role of trustee is not limited to education. For instance, there are many opportunities for training in the area of corporate governance that the Policy, as written, do not support. This is a significant restriction that has not always been applied. However, as staff responsible for the administration of the Policy a more open purpose would be preferable. Notably, any overage in expenses would require Board approval so there are no costs associated with the expansion.

3. A change to the reporting requirements with respect to individual professional development. Rather than requiring a one-off report after each personal professional development opportunity, a yearly report is envisioned.
4. The updated trustee stipend has been incorporated. In addition, the removal of a redundant “legacy” provision of the Policy is being removed. Note that the stipend change is a result of the application of the Policy since its inception. **There is no additional remuneration being proposed for trustees.**

Finally, it should be noted that staff is not recommending that the Policy be put to the community for consultation. The changes are intended for the purposes of clarity. It should be noted that the main shift – the expansion from “education” to “personal development to the work of a trustee” is substantive. That shift, however, is intended to serve the interests of the District. While the decision on what “the work of a trustee” is may be subjective and at the discretion of the individual, the opportunity for learning outside of the area of education in the long term will arguably serve the Board well.

**Appendix A:** Revised Policy 2.18 – Trustee Remuneration and Professional Development Expenses

**Appendix B:** Memo re Policy 2.18