

**NANAIMO LADYSMITH PUBLIC SCHOOLS
STRATEGIC DIRECTIONS COMMITTEE
PUBLIC MEETING
ACTION SHEET**

DATE: March 5, 2025
TO: Strategic Directions Committee
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: Revised Policy 218 – Role of Chair and Vice Chair

Recommendation

The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the Draft Policy 218 Role of Chair and Vice Chair and circulate as a notice of motion for 30 days, utilizing the consultation process as per Board Governance, Section 1, 2.7 – Policy Development.

Background

On August 30, 2023, the Board passed the following motion:

That the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the Policy Committee Work Plan for 2023-2024 and add Policy 2.4 Role of Chair and Vice Chair to the Policy Committee work plan; and that following the 2023 annual general meeting of the Board a subcommittee of the Policy Committee be struck, including the current chair and vice chair as well as the newly elected Chair and Vice Chair, to make recommendations for updates on policy 2.4 to the Policy Committee.

Due to the by-election there was a slight delay in the creation of the sub-committee.

This action sheet outlines the recommended changes to the Policy.

Discussion

The draft Policy contains a various structural and substantive changes.

Structural

The following are structural changes. The Policy:

- has been put into the new policy template;
- has merged the responsibilities with respect to the agenda and presiding at a meeting into a single section;
- has action oriented language;
- has clarified duties associated with the Superintendent and duties associated with trustees;
- has made it clear that while the requirement to sharing information is present, however there is some discretion on the Chair's part with respect to this matter;
- has assigned the monitoring of the Superintendent's expenses.

Substantive

The following are substantive additions. The Policy:

- commits the Board to distributed leadership - it specifically envisions the Chair making room for trustees to perform leadership activities as appropriate;
- recognizes that the Vice-Chair shall have all the responsibilities of the Chair in the event of the Chair's absence;
- provides clarity that the Chair shall assign committee and family of school assignments;
- requires the Chair to develop relationships with Rightsholders and local and provincial officials and third parties;
- requires the Chair to model leadership qualities and adhere to Board policies; and
- requires the Chair to address conflict and breaches of the Code of the Conflict.

Appendix A: Revised Policy 218 – Role of Chair and Vice Chair

Appendix B: Current Policy 2.4 – Role of the chair and Vice Chair

