

Appendix 1 – Trustee School Liaison Program

To foster a deeper understanding of our schools, Trustees are assigned specific locations within the district as part of the Trustee School Liaison Program. This program facilitates meaningful connections between the Board of Education, schools, and the wider community.

Role of the Trustee School Liaison

As school liaisons, Trustees must ensure they are not acting individually but rather within the parameters of the corporate board structures. The roles and responsibilities listed below should be considered.

1. Demonstrate interest in their assigned schools by:
 - Scheduling appointments with the principal to visit the schools;
 - Participating in school events like concerts, celebrations of learning and productions, as schedules allow; and
 - Attending one Parent Advisory Council (PAC) meeting annually, subject to invitation, as schedules allow.
2. Promote positive school-community relations by:
 - Directing individual or parent concerns to the teacher, principal or superintendent;
 - Directing individual community concerns to the superintendent;
 - Informing the superintendent and Chair of emerging community issues; and
 - Assisting families/community members in understanding district processes, clarifying policies, and identifying appropriate staff contacts.
3. Trustees must not:
 - Act as managers or supervisors of their assigned schools;
 - Promote personal or political agendas within the school environment; and
 - Engage in the staffing responsibilities of the school or district, except as outlined in Board Policy 13;
 - Engage in the operational responsibilities of the school or district.

Assignments for Trustee School Liaison

The Trustee School Liaison Program is an integral component of the Abbotsford School District's commitment to effective governance and community engagement.

- Assignments are allocated annually and shared in a public meeting of the Board every December, which will be effective January 1st.
- Trustees serve as school liaisons for a one-year term.
- To avoid conflicts of interest, special consideration should be given before assigning trustees to schools where they have familial ties or where they have previously served in PAC executive roles.