

TRUSTEE TOURS OF SCHOOLS

The Board believes that periodic formal visits to schools on a regular basis gives trustees a better information base on which to make educational decisions, and facilitates the Board – Staff communication process through meaningful dialogue. To facilitate this process, the following procedures have been developed.

1. A schedule of visits, staged throughout the year, is to be prepared by the Superintendent and presented to the Board for approval, no later than the October meeting each year.
2. At least four (4) trustees are to participate in each visit.
3. The objectives of the scheduled visits may include:
 - 3.1 Hearing from students to gain an understanding of their perspective on school community.
 - 3.2 Hearing from staff to gain an understanding of their perspective on school community.
 - 3.3 Hearing from School Council to gain an understanding of their perspective on school community.
 - 3.4 Engaging in conversation regarding the Board's current concern/question.
 - 3.5 Gaining an understanding of physical facility concerns – especially updates and/or needs.
4. A suggested itinerary will be prepared by the Superintendent for each visit and distributed to the Principal, trustees and Division Office staff prior to the visit.
 - 4.1 The itinerary will include topics for discussion during the visit.
 - 4.2 Anyone involved in the visit in any way may suggest items for inclusion in the discussion.
5. Trustee visits may have one or all of the following: trustee involvement at a classroom level, with student group(s), and with staff.
6. Where time constraints are limiting, priority will be given to visiting those schools where immediate feedback is required to facilitate staff, program, or facility changes.
7. Principals may request visits at any time from the Board or from individual trustees, regardless of schedule.
8. School visits may be cancelled by either party where special circumstances appear to warrant it.

Adopted/Revised: JUNE 2016/OCT 2018/NOV 2019

Legal Reference: Section 52, 53, 77, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 197, 222 Education Act