

# DID YOU KNOW?

## The Role of the Members of the Governing Board

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### The Governing Board

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This is the seventh information bulletin produced by the Ministère de l'Éducation to help you better understand the governing board and its environment.

This bulletin answers frequently asked questions about **the roles of the members.**

## Did you know?

The decisions of the governing board (GB) members are based on three elements: they are in the best interests of all the students; they respect the principle of equal opportunity for all; and they are intended to help the school achieve its threefold mission to provide instruction, to socialize and to provide qualifications.

The parent members of the GB represent their peers on this decision-making body. They put forward parents' requests and needs and are the main information channel between the GB and the parents.

# To approve

The GB is required to indicate whether or not it agrees with various proposals formulated by the principal or director or school team. The GB cannot modify or amend these proposals: if it disagrees with them, it can return them, along with the board members' comments, to the principal or director or school team for modification.

The GB can **approve** or **reject**, by a majority or unanimous vote, proposals pertaining to:

- The subject-time allocations
- The financial contributions that may be required of parents
- The educational institution's code of conduct and safety measures
- The material for personal use
- The terms and conditions governing the application of the *Basic school regulation*
- The educational activities which entail changes in the students' regular time of arrival and departure, or which require the students to leave school premises.

# To adopt

The GB has full control over the content of the documents, proposals or projects it deals with. The GB can modify them in whole or in part, amend them, receive them exactly as submitted or refuse to adopt them. The document is eventually adopted by majority or unanimous vote. These powers require GBs to carefully evaluate the advantages and disadvantages of its decisions.

The GB is responsible for **adopting** proposals about the following (among other things):

- The educational institution's educational project
- The anti-bullying and anti-violence plan
- The educational institution's annual budget
- The operating rules of daycare services
- The GB's annual report

# To consult

The GB is required, during the school year, to give its opinion on various topics covered in the documents submitted by the principal or director of the educational institution or by the board of directors of the school service centre.

The GB must be **consulted** on the following topics, among others:

- The choice of textbooks and instructional material
- The selection criteria of the principal or director of the educational institution
- The modification or revocation of the *deed of establishment* of the school or centre

## What is a *deed of establishment*?

Issued by the SSC, the deed of establishment determines the main attributes of the institution including its name and address and the levels of education it offers. It also determines the premises and immovables that the SSC places at the institution's disposal.

The GB must **consult** the students or a group of students once a year on subjects relating to the functioning of the educational institution. Parents on the GB can also **consult** their peers on various subjects related to educational services.

Finally the GB has a **power of initiative** that allows it, following a vote by at least two thirds of its members, to give the principal or director of the educational institution its opinion on all matters conducive to the smooth operation of the educational institution.

# To question

In discussions among themselves or in communications with the principal or director of the educational institution, the members of the GB must strive to stay informed, and keep their peers informed, so that they can make the best possible decisions to ensure the smooth operation of their institution and the students' success.

Before each meeting of the GB and before each decision on a given matter, the board members:

- **Inform themselves** about the matter
- **Consult** the relevant sections of the *Education Act*, if appropriate
- **Ask** the principal or director precise questions
- **Discuss** the matter among themselves and come to a common understanding

The GB members can also decide to create sub-committees to discuss certain issues in greater depth.

**Do you have questions, ideas for improvement  
or best practices to share?**

Your local partners (GB chair, principal or director of the educational institution and the various committees) could provide input.

If you are unsure about something:

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