
SERVICES, MATERIALS AND EQUIPMENT PROVIDED TO TRUSTEES

Trustees will be provided with the following services, materials and equipment from within the Board governance budget while in office:

1. Reference Access to:
 - The Education Act, the Regulations and related documents
 - Board Policies and Administrative Procedures
 - Current Division documents
 - Budget
 - Capital Plan
 - Three-Year Education Plan/Annual Education Results Report
 - Collective Agreements
 - Audited Financial Statements
 - Communications Plan
 - School year and meeting calendars
 - Current telephone listings of schools and principals
 - Alberta School Boards Association (ASBA) membership services
 - Public School Boards Association of Alberta (PSBAA) membership services
2. Communications/Public Relations
 - Notification of significant media events
 - Name tags, business cards, lapel pins and corporate wear
 - Key messages as required
 - Board photographs
 - Ongoing trustee media coverage
3. Administrative/Secretarial Services through the Superintendent, included but are not limited to the following:
 - Access to interoffice mail
 - Conference registration, travel and accommodation arrangements, as required
 - E-mail address and service support
 - Photocopying and related secretarial services
 - Coordination of events sponsored by the Board
4. Equipment
 - Electronic devices with appropriate software, access and technical support

Legal Reference: Section 33, 34, 51, 52, 53, 64, 67, 222 Education Act

Approved: March 21, 2018

Amended: March 11, 2020, February 24, 2021