



L to R - Charity Peal, Paul Marsden, Lisa Frey, Trevor Robinson, Sid Jawanda, Kelly Johansen, Dr. Shannon Behan, Brian Leonard, Navshina Savory, Jackie Borosa, Sanj Johal (*regrets: Bryn Williams*)

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What Does the Board of Directors Do?

BCPVPA Board of Directors

The Board of Directors is comprised of active BCPVPA members who have been elected by the BCPVPA membership in annual elections.

There are up to 12 members of the BCPVPA Board of Directors:

President: Two-year term, election held every second year for President-Elect

President-Elect, or Past-President: One-year term preceding, or following, the presidency

Ten Directors: overlapping two-year terms, generally five vacant positions up for election each year

Board Meetings, Chapter Council Meetings, and Other Events:

The President and Board of Directors commit to attending meetings throughout the year. The BCPVPA supports the invoiced district cost for a TTOC for Board Meetings, Chapter Council Meetings, Advisory Committee Meetings, and other meetings as requested.

For meetings that are outside of the Board member's community, the BCPVPA pays for travel, accommodation, and meal costs.

These are the approximate meeting timeframes:

Mid-August, Wed-Fri – *(BC location)* Board Retreat

Mid-October, Thu/Fri – *(Vancouver)* Board Meeting

Mid-November, Thu/Fri/Sat – *(Vancouver)* Board Meeting, Chapter Presidents Meeting, Partnership Awards, Chapter Council, AGM

Mid-January, Thu/Fri – *(Vancouver)* Board Meeting

Early February, Thu/Fri/Sat – *(Vancouver)* Board Meeting, IDEAS Forum, Chapter Council

Mid-April, Thu/Fri – *(Vancouver)* Board Meeting

Early May, Thu/Fri/Sat – *(Vancouver)* Board Meeting, Board Candidate Speeches, Chapter Council

Advisory Committee Meetings

Fall – *(Vancouver)* in-person one-day meeting
(possible additional in-person meeting late Winter for some committees)

Spring – *(Vancouver)* virtual 1.5 hour meeting

The BCPVPA Directors of the Board

Directors are active BCPVPA members elected by the membership, and collectively comprising the Board of Directors for the Association.

The Role of the Director:

As members of the Board, Directors are responsible for:

- Establishing the mission, goals, and policies and procedures of the Association
- Developing a long-range Strategic Plan for the Association, including defined goals and objectives
- Safeguarding the short and long-term financial stability, strength, and accountability of the Association
- Approving annual budgets, reviewing operating and financial results, and reviewing performance against goals
- Respecting and maintaining the integrity, independence, and ideals of the Association
- Ensuring that the needs and interests of members are prioritized in all decision-making processes
- Forming Board and member committees as determined by Association needs and interests
- Hiring and developing an Executive Director to manage the operations of the Association
- Exercising management oversight of the Executive Director and the operations, and coordinating the performance evaluation of the Executive Director

Specific Responsibilities:

- Be committed to the mission, goals, objectives, and policies of the Association
- Be knowledgeable about the Association, and the programming and services it provides
- Serve as Committee Chair on a minimum of one Standing Committee, with the associated responsibilities
- Attend and actively participate in both virtual and in-person Board meetings as scheduled throughout the Director's term
- Prepare for all Board and committee meetings by thoroughly reading all meeting materials before each meeting
- Attend Association events and programming whenever possible, and fulfill onsite duties as requested
- Engage with Association members when opportunities are presented; provide information as requested, or redirect inquiries to Association staff for support

The BCPVPA President

An active BCPVPA member elected by the membership, the President is the chief elected officer, representative, and spokesperson of the Association.

The President:

- Fosters effective communication with members
- Acts as the Board's primary spokesperson, represents the Association's positions to government elected official(s); education sector partners; and the media and community groups
- Visits Chapters to strengthen ties between the Association and its membership
- Chairs meetings of the Board of Directors
- Leads the Board in the performance of its responsibilities
- Serves on a number of Association committees
- Advocates for the role of Principals and Vice-Principals to government, sector partners, and the public

Specific Responsibilities:

- Presides over Board and Chapter Council meetings
- Prepares Board and Chapter Council meeting agendas in collaboration with the Executive Director
- Names Association representatives to Standing Committees, Ad Hoc Committees, and Ministry Committees seeking Association representation
- Serves as an ex-officio member of all Association Standing Committees
- Recommends the annual assignment of Board Directors to Standing Committees
- Travels extensively throughout the province to meet with local Chapters and sector partners
- Represents the Association on selected sector committees and working groups, and delegates as appropriate
- Develops and maintains relationships with elected leaders of sector organizations
- Regularly communicates with the membership through weekly electronic communications

- Works alongside the Executive Director to ensure the goals of the Association's Strategic Plan are achieved
- Performs such duties as required by the bylaws and as directed by the Board

Of Note:

- The President is elected for a two year term, serving as the President-Elect for one year before their term, and as Past-President for one year following their term
- The President remains an employee of their school district and is seconded from their school district by the Association, maintaining their current salary, contract, and benefits during their term
- Any President who normally resides further than 80km from the Association office in Vancouver has the option of living in the Association-owned condominium in Vancouver during their term
- Costs directly associated with the role of President are borne by the Association

The BCPVPA Executive Director

The Executive Director is the senior employee of the BCPVPA.

- Leads the day-to-day operations of the Association
- Establishes a staff structure, and hires, trains, and supervises staff
- Performs functions as delegated by the President and the Board
- Implements the plans and policies developed by the Board
- Creates an operational plan to carry out the work of the Strategic Plan, putting the vision determined by the Board of Directors into action
- Operates the Association office facility
- Develops and maintains relationships with Executive Directors/ CEOs of sector organizations