

**PROCEDURAL BYLAW – TRUSTEE ACCESS TO INFORMATION  
BOARD OF EDUCATION OF SCHOOL DISTRICT No. 42  
(MAPLE RIDGE – PITT MEADOWS)**

A BYLAW by the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) (hereinafter called the "Board") to adopt a Procedural Bylaw.

NOW THEREFORE the Board agrees to the following:

- 1.0 All Trustees have a right of access to all closed meeting minutes for the term for which they are elected.
- 2.0 Any request by a Trustee for access to closed minutes for any meeting that predates a Trustee's term in office will only be granted by the Secretary Treasurer when the Trustee has demonstrated they have a legitimate need to access the minutes in order to carry out their duties as a Trustee.
- 3.0 Access to closed meeting minutes will be subject to compliance with the *Freedom of Information & Protection of Privacy Act* (FIPPA) and any applicable confidentiality obligations owed by the Board.
- 4.0 All reports, analysis and information requested by Trustees from staff must be reasonable and necessary to permit the Trustees to carry out their duties, and will be subject to compliance with FIPPA.
- 5.0 Requests by individual Trustees for written reports or analysis from staff must be submitted to and approved by the Board, except that individual Trustees may, without Board approval, seek clarification or ask questions of staff on matters of general knowledge related to the School District's operations.
- 6.0 Trustees seeking staff reports, analysis, presentations or other information requiring significant staff time to prepare must be submitted to the Superintendent of Schools or Secretary Treasurer for response or referral to the Agenda Preparation Committee.

**Title**

*This bylaw may be cited as "The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Procedural Bylaw - Trustee Access to Information."*

**Repeal**

School District No. 42 (Maple Ridge – Pitt Meadows) Procedural Bylaw No. 1-2008. is hereby repealed.

READ A FIRST TIME THIS 17<sup>TH</sup> DAY OF MAY 2023


READ A SECOND TIME THIS 17<sup>TH</sup> DAY OF MAY 2023

READ A THIRD TIME AND ADOPTED THIS 17<sup>TH</sup> DAY OF MAY 2023

(Corporate seal)



Chairperson of the Board



Secretary Treasurer