

## Addition to Section 2.7

As many executives of local associations and some of the provincial parent association are unpaid volunteers, **PAAC on SEAC recommends that School Boards adopt a flexible approach in accepting nomination letters as long as the letters include the elements noted below in effective practices.**

### **Effective Practices to Support Nominations for Local Association Members include:**

- a) Providing clear information about:
  - Where the letter of nomination should be sent
  - Who the letter should be addressed to
  - Timelines for nomination process
  - Deadline for letters to be received
- b) Defining the elements of an acceptable nomination letter as:
  - Name of the association and what exceptionality it represents
  - Term covered by the nomination, usually 4 years or until the next municipal election
  - Name of the nominee and/or alternate nominee
  - Statement that the nominee and/or alternate meets the qualifications defined in Regulation 464/97, Section 5 in Appendix 1, including that the nominee is:
    - A Canadian Citizen
    - Over the age of 18 years
    - Resident in the jurisdiction of the school board, and,
    - A supporter of the school board
  - Statement that the nominee and/or alternate is not an employee of the Board
  - Basic contact information for the nominee and/or alternate nominee, consistent with privacy legislation and providing the applicant has provided consent and agreement about information to be shared
  - Signature and title of the officer of the local or provincial association.
- c) Providing additional contact information, about the approved SEAC Member and/or Alternate, as required by the school board and consistent with privacy legislation, to the school board administration prior to the first meeting
- d) Appointing as local association SEAC members, only those individuals who are nominated by the local association and/or the provincial association
- e) If a SEAC nominee is unable to provide proof of their membership/affiliation with the local association and/or provincial association they should not be considered for local association positions, but rather as Additional Members ( See Regulation 464/97 Section 2 Clause 5 in Appendix 1)