



# Constitution

AUGUST 31, 2015

# Constitution

Legislative Authority and Reference ...	3
Article I: Name.....	4
Article II: Authority and Purpose.....	4
Article III: Boundaries.....	4
Article IV: Membership.....	4
Article V: Officers of the Board.....	7
Article VI: Committees of the Board.....	8
Article VII: Annual General Meeting .....	9
Article VIII: Property.....	9
Article IX: Amendments to Constitution .....	9
Article X: Adoption of Constitution.....	10

## Legislative Authority and Reference

**Whereas** under Section 52 (1) of the **Schools Act, 1997**, the province shall be divided into school districts, as set by an order of the Lieutenant-Governor in Council;

**And Whereas** a new school district, the Newfoundland and Labrador English School District, was established and school board trustees appointed, effective September 1, 2013, under the **Boundaries of School Districts Order, 2013 NL Regulation 93/13** and Order in Council 2013-0252 respectively;

**And Whereas** under Section 60(1) of the **Schools Act, 1997**, a school board is required, subject to the approval of the Minister of the Department of Education and Early Childhood Development, to prescribe and adopt its constitution; and

**Now Therefore** the School Board for the Newfoundland and Labrador English School District in a meeting duly assembled on October 20, 2014 hereby adopts and passes the following Constitution of the said Board.

**Article I: Name**

1. (a) The name of the Board shall be the "School Board for the Newfoundland and Labrador English School District" hereinafter referred to as "the Board".
- (b) The name of the District administered by the Newfoundland and Labrador English School Board shall be the "Newfoundland and Labrador English School District", hereinafter referred to as "the District".

**Article II: Authority and Purpose**

1. (a) The District derives its authority from the **Schools Act, 1997**. The purpose of the Board is to exercise the powers and carry out the duties as conferred on the Board under the provisions of the Act.
- (b) The Board is committed to providing educational services and implementing the curriculum prescribed by the Department of Education for all students within its jurisdiction, using the highest standards of practice.

**Article III: Boundaries**

The District takes in all areas of the province of Newfoundland and Labrador.

**Article IV: Membership**

1. (a) The Board shall consist of trustees elected or appointed in accordance with the provisions of the **Schools Act, 1997** and pursuant to related election regulations. The number of trustees may be changed from time to time by an order of the Lieutenant-Governor in Council. Trustees are normally elected for a term of four years.
- (b) Where a member of the Board ceases to be a member for whatever reason, the member shall be replaced in accordance with the provisions of the **Schools Act, 1997**.
- (c) A member of the Board shall be a Canadian citizen of at least 18 years of age, and reside within the boundaries of the zone he or she has been elected or appointed to represent.
- (d) A majority of trustees constitutes a quorum.

2. (a) The District shall be divided into seventeen (17) electoral zones as follows:

**Labrador Region (Zones 1-3)**

**Zone 1:**

All coastal communities, Black Tickle North to Nain, inclusive.

**Zone 2:**

All communities in the Upper Lake Melville Area, including Happy Valley-Goose Bay and Northwest River, inclusive.

**Zone 3:**

All communities in Labrador West, including Labrador City and Wabush, inclusive.



**Western Region (Zones 4-6)**

**Zone 4:**

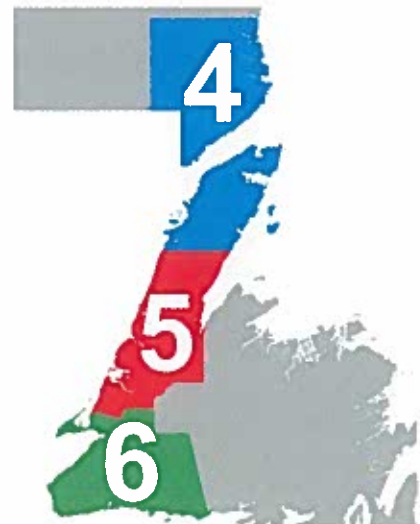
All communities on the Southern portion of Labrador from L'Anse-au-Clair to Norman Bay; all communities on the Northern tip and eastern side of the Northern Peninsula from Big Brook to St. Anthony to Englee, all points inclusive; all communities on the west coast of the Northern Peninsula down to River of Ponds, inclusive.

**Zone 5:**

All communities on the west coast of the Northern Peninsula from Belburns to Trout River, east to St. Jude's, including Deer Lake, and northeast to Jackson's Arm; all communities from Pynn's Brook to Gallants, including Corner Brook and both sides of the Bay of Islands, inclusive.

**Zone 6:**

All communities from Cape St. George to Black Duck Siding, including Stephenville, and south to St. Teresa; all communities from Fischells to Port aux Basques and east along the south coast to Francois, inclusive.



## Central Region (Zones 7-9)

### Zone 7:

All communities on the Baie Verte Peninsula; all communities in the Green Bay area; all communities from Buchans to Grand Falls-Windsor to Bishop's Falls to Fortune Harbour, inclusive.

### Zone 8:

All communities on the Connaigre Peninsula from St. Alban's to Morrisville to Rencontre East to Gaultois to McCallum, inclusive.

### Zone 9:

All communities from Benton to Gander to Glenwood; all communities from Norris Arm to Twillingate Island; all communities on Fogo Island and Change Islands; all communities from Gander Bay South to Hare Bay to Gambo to Glovertown to Charlottetown; all communities on the Eastport Peninsula and St. Brendan's Island; inclusive.



## Eastern Region (Zones 10-13)

### Zone 10:

All communities on the Burin Peninsula, including Grand Bank, Fortune, St. Bernard's-Jacques Fontaine, Lamaline, Lawn, St. Lawrence, Marystown, Burin Bay Arm, Rushoon, Southeast Bight, English Harbour East, Terrenceville, north to Sandy Harbour, inclusive.

### Zone 11:

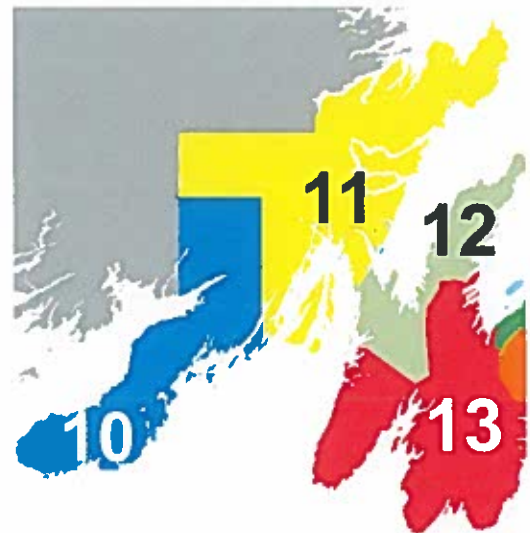
All communities ranging from Port Blandford to Bonavista South, including Clarenville, Lethbridge, Musgravetown, Port Rexton, King's Cove, Bonavista, Catalina, Hickman's Harbour, Little Heart's Ease, Swift Current, Arnold's Cove, to Little Harbour East, inclusive.

### Zone 12:

All communities ranging from Carbonear, Harbour Grace, Old Perlican, Bay de Verde, Western Bay, Victoria, Winterton and Whitbourne to Green's Harbour, Chapel Arm, Dildo and Chance Cove, inclusive.

### Zone 13:

All communities ranging from Bay Roberts, Spaniard's Bay and Upper Island Cove to Dunville, Placentia, St. Bride's, Mount Carmel, St. Mary's-Gaskers-Point La Haye-Riverhead, Holyrood, Avondale, Colliers, Clarke's Beach, Trepassey, Ferryland and Brigus South, inclusive.



## Northeast Avalon (Zones 14-17)

### Zone 14:

All communities ranging from Bauline South to Mobile and Witless Bay to the Goulds, Mount Pearl and Paradise, with the exception of western Paradise/catchment area for Holy Family Elementary.

### Zone 15:

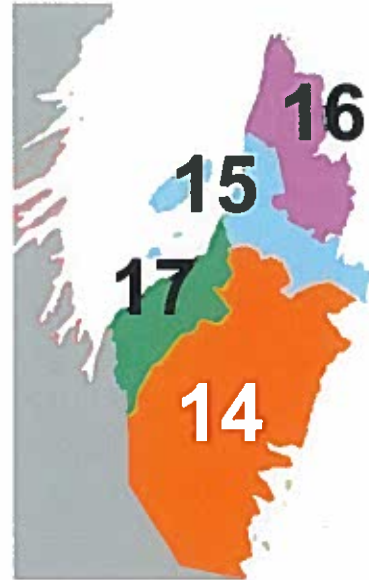
The areas of St. John's North, St. John's Centre and St. John's West as well as Kilbride, Portugal Cove-St. Phillips and Bell Island.

### Zone 16:

The areas of St. John's East and Signal Hill-Quidi Vidi, as well as Logy Bay-Middle Cove- Outer Cove, Pouch Cove and Torbay.

### Zone 17:

The area of Conception Bay South, and taking in western Paradise/catchment area for Holy Family Elementary.



- (a) Each electoral zone shall have one (1) trustee representative.

## Article V: Officers of the Board

The officers of the Board shall be elected by the members of the Board at its annual general meeting and hold office until the next annual general meeting. The officers shall include the following:

- (b) Chairperson  
The duties of the Chair are to:
- i. Convene and preside at meetings of the Board.
  - ii. Convene and preside at meetings of the Executive Committee.
  - iii. Represent the Board in its relations with government, other educational authorities and the public.
  - iv. Act as the spokesperson for the Board.
  - v. Serve as an *ex officio* member of all committees of the Board.
  - vi. Carry out other such duties as may be assigned by the Board.
- (c) Vice- Chairperson  
The duties of the Vice-Chairperson are to:
- i. Assist the Chair in the execution of the duties of the Chair.
  - ii. Act as the Chair of the Board in the absence of the Chair.
  - iii. Carry out other such duties as may be assigned by the Board.
- (d) Members at Large  
The officers of the Board shall include five (5) Members-at-Large, with one Member-at-Large representing each of the five regions of the District: Labrador, Western, Central, Eastern, and Northeast Avalon.

The duties of the officers and trustees shall be as specified in the **Schools Act, 1997** and in the by-laws of the Board.

## **Article VI: Committees of the Board**

### **1. Executive Committee**

#### **(a) Membership**

The Executive Committee shall consist of the officers of the Board.

#### **(b) Duties**

The duties of the Executive Committee shall be as specified in the **Schools Act, 1997** and in the by-laws of the Board. The Executive Committee shall act in the place of and manage the affairs of the Board between regular meetings. The Executive Committee shall also exercise the full powers of the Board in all matters where the Board is unable to obtain a quorum and in all matters under Section 22 of the **Schools Act, 1997**: Appeal.

### **2. Standing Committees**

The general purpose of Standing Committees is to gather information, study issues and make recommendations to the Board relative to their assigned areas.

Specific recommendations of a Standing Committee must be presented as a motion and voted on at a regular meeting of the Board.

The Standing Committees of the Board shall be as follows:

(a) Programs-Human Resources Committee

(b) Finance-Operations Committee.

(c) Audit and Risk Management

The membership, purposes, and responsibilities of the Standing Committees shall be specified in the by-laws of the Board.

### **3. Ad hoc Committees**

The Board may appoint ad hoc committees, other than the Executive Committee and Standing Committees, for a specific purpose and function. The term of appointment and membership of these committees will end upon conclusion of the assigned task or at the pleasure of the Board.

Specific recommendations of an Ad hoc Committee must be presented as a motion and voted on at a regular meeting of the Board.



**Article VII: Annual General Meeting**

The Board shall hold its annual meeting not later than November 30 in any year. All other meetings of the Board shall be set in accordance with the **Schools Act, 1997** and the by-laws of the Board.

**Article VIII: Property**

The title, use and disposition of all property for the purpose of education shall be as specified in the **Schools Act, 1997**.

**Article IX: Amendments to Constitution**

- (a) Proposed amendments to this Constitution shall first be given as a "Notice of Motion" at a regular meeting of the Board.
  
- (b) Amendments to this Constitution shall be approved by resolution passed by a two-thirds majority of the current membership of the Board. All proposed amendments to this Constitution shall only be made after having been considered at two (2) regular meetings of the Board. Proposed amendments shall be considered as follows:
  - Meeting I: Rationale for Amendment;  
Discussion and debate, and  
Motion to effect amendment at second meeting.
  
  - Meeting II: Limited debate on motion, and  
Vote on Motion.
  
- (c) This Constitution and amendments are subject to the approval of the Minister of the Department of Education and Early Childhood Development.

**ARTICLE X: ADOPTION OF CONSTITUTION**


Date of Board Approval: October 20, 2014

Adopted: August 31, 2015

Date of Board Approval of  
Proposed Amendments: September 7, 2019

Amendments in Force: November 14, 2019

On November 14, 2019, the Minister's approval was provided to the proposed amendments that were passed by the Board on September 7, 2019 pursuant to subsection 60(1) of the *Schools Act, 1997*:



---

**Hon. Brian Warr, MHA  
Minister of Education and  
Early Childhood Education**