School District 8
Kootenay Lake

Memorandum to the Board of Education
Public

FROM: Trish Smillie, Superintendent
DATE: November 10, 2026
SUBJECT: Trustee Vacancy Board Recommended Appointment Process

For Information

Introduction

This memorandum provides the Board of Education a proposed process to determine their recommended appointed trustee candidate(s) for the trustee vacancy within TEA 1 - City of Nelson/Bealby Point.

Information

Section 36(6) of the *School Act* provides for the Minister to appoint a person as trustee where the electors fail to elect the required number of trustees. The Board has the opportunity to submit the name(s) of any person(s) that the board wishes to put forward in respect of the appointment of the respective trustee electoral area.

Following discussion related to the process of the appointment with the Ministry of Education and Child Care and the British Columbia School Trustee Association (BCSTA), the following process is proposed to the Board for determining the name(s) of trustee(s) within the TEA 1 - City of Nelson/Bealby Point.

Recommendation

It is recommended that the Board consider a transparent process that is open to a person(s) within the TEA 1 - City of Nelson/Bealby Point based on a candidate criterion determined by the Board through Board Self-Evaluation.

Points for Consideration

- Several interested members of the public have submitted their names for consideration as a trustee. The Board has not yet had a chance to discuss and consider any names of possible trustees that they would wish to put forward or seek other candidates from the TEA.

Suggested Process

1. As developed by the BCSTA, the Board conduct a Board Self-Evaluation facilitated by the CEO of the BCSTA, to determine skills and competencies existing within the Board and determine additional skills and competencies that would benefit the Board's overall functioning throughout this term.

2. Once the desired skills and competencies are determined and a related criterion developed, advertise an expression of interest (on radio, social media and local

newspapers) within the electoral area of the City of Nelson/Bealby Point for 10 working days.

3. Once expressions of interest are obtained, the Board will rank candidates for suitability and determine between 1 – 3 candidates to put forward to the Minister, including rationale for the proposed candidates and an outline of the transparent process.