According to the Education Act, school boards must allocate an amount for the operation of governing boards. At the beginning of each year, the governing board prepares and adopts, then oversees its operating budget.

How can the allocation be used?
The allocation received from the school board is intended for the operation of the governing board and to help carry out the functions and powers conferred on it by law. Allowable expenses are:

- Meeting expenses (refreshments, babysitting)
- Printing
- Postage and stationery
- Secretary (recording and preparing minutes)
- Brochures, publicity, public information meetings (projects aimed at increasing awareness of the school)
- Travel expenses
- Training for governing board members
- Projects pertaining to the functions and powers of the governing board

All expenses must have supporting vouchers/receipts. Funds may not be used for items such as textbooks, capital expenditures, entertainment, bursaries, scholarships, donations and community ventures, or for items/activities normally financed by the school or school board.

Any surplus funds as of June 30 are returned to the school board.

According to law, the governing board must render an account of its operating budget to the school board.

This is done at the end of the year when governing boards adopt their annual report and financial statement, by resolution, and send a copy of both to the school board.

GB Functions and Powers
(Youth Sector)

Acts
- Analyze school’s situation and oversee educational project
- Inform parents and community of services provided and their quality
- Make public the educational project and success plan
- Report on the evaluation of the implementation of the success plan
- Evaluate results of the school’s anti-bullying/anti-violence plan
- May organize other educational services
- Establish principles for school supplies
- May solicit funds (compatible with the school’s mission)

Adopts
- Educational project
- School budget
- Annual activity report
- Governing board operating budget

Approves
- Success plan
- Anti-bullying/anti-violence plan
- Educational success agreement
- Subject time allocation
- Approach for implementing the basic school regulation
- The enrichment or adaptation of programs of study and development of local programs
- Rules of conduct and safety
- List of objects/supplies based on school board’s policy
- Approach for implementing student services and special educational services
- Use of premises
- Field trips

Consults
- GB parents may consult parents of children in the school on any matter relating to educational services, in particular on report cards and any other way parents are to be informed of their child’s progress

Is consulted
- Selection of textbooks and instructional materials
- How parents are to be informed of the academic progress of their child
- Physical needs of the school
- Objectives/principles governing allocation of board revenues
- Deed of establishment
- Criteria for selection of principal

Gives advice
- On any matter the school board is required to submit to the governing board
- On any matter likely to facilitate the operation of the school
- On any matter likely to improve the organization of services provided by the board

Governing boards are required to meet a minimum of five times per year.

For more information on governing boards, please visit the board’s website at www.lbpsb.qc.ca