



POLICY 02
ROLE OF THE BOARD

The Board ensures the provision of quality educational opportunities to maximize all students' learning potential throughout the course of their Early Childhood Services (ECS) to grade 12 public school education.

The Board of Trustees is responsible for the development of goals and policies to govern the jurisdiction and educational services to students' resident within the Division. In keeping with the requirements of government legislation, and the values of the electorate, the Board will establish priorities and initiatives.

SPECIFIC AREAS OF RESPONSIBILITY

1. Accountability to Provincial Government.
 - 1.1 Act in accordance with all statutory requirements to implement provincial and educational standards and policies.
 - 1.2 Perform Board functions required by governing legislation and existing Board policy.
 - 1.3 Respond to requests for information, provide feedback and or communicate significant issues as it impacts our jurisdiction.

2. Accountability to Community Stakeholders.
 - 2.1 Model a culture of respect, integrity, openness and transparency.
 - 2.2 Establish processes and ensure opportunities for input from all community stakeholders.
 - 2.3 Make data informed decisions which reflect community values and represent the interests of the entire community serviced.
 - 2.4 Develop procedures for and hear appeals as required by statute and/or Board policy.
 - 2.5 Annually report Division results.

3. Board Development.
 - 3.1 Ensure that the Board engages in annual assessments of its effectiveness as a Board.
 - 3.2 Develop a yearly plan for Board/trustee development including increased knowledge of role, processes and issues to further the effective implementation of the Three-Year Education Plan.
 - 3.3 Annually review alignment and focus of trustee professional growth to Board and system goals.
 - 3.4 Develop an annual work plan outlining its key activities along with appropriate timelines.

4. Superintendent/Board Relations.
 - 4.1 Select the Superintendent.
 - 4.2 Provide the Superintendent with clear corporate direction.
 - 4.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the School Act.
 - 4.4 Respect the authority of the Superintendent to carry out executive action and support the Superintendent's actions which are exercised within the delegated discretionary powers of the position.
 - 4.5 Annually evaluate the Superintendent utilizing Policy 12 – Role of the Superintendent.
 - 4.6 Annually review compensation.
 - 4.7 Provide for Superintendent succession planning as required.

5. Fiscal Accountability.
 - 5.1 Approve budget annually and ensure resources are allocated to achieve Board priorities and initiatives.
 - 5.2 Approve annually the Three-Year Capital Plan and Ten-Year Facilities Plan for submission to Alberta Education by the date due.
 - 5.3 Receive Audit Report and ensure quality indicators are met.
 - 5.4 Monitor fiscal management of the Division.

- 5.5 Solicit advice (from the Superintendent and Alberta School Boards Association [ASBA]), set the mandates for negotiation and ratify Memoranda of Agreement with bargaining units.
 - 5.6 Annually report financial results to community stakeholders.
6. Policy.
- 6.1 Determine the goals and objectives the Division wishes to pursue.
 - 6.2 Identify how the Board is to function.
 - 6.3 Annually monitor policies and policy impact to determine if policy is producing the desired results.
 - 6.4 Delegate authority to the Superintendent and define commensurate responsibilities.
7. Political Advocacy.
- 7.1 Develop a yearly plan for advocacy including focus areas, key messages, relationships, and partnerships.
 - 7.2 Advocate for federal, provincial and local issues or circumstances that affect the education within the community.
8. Three-Year Education Plan
- 8.1 Provide overall direction for the Division by establishing mission, vision, strategic priorities and key results.
 - 8.2 Annually approve Three-Year Education Plan process and timelines.
 - 8.3 Identify Board priorities and initiatives at the outset of the annual Three-Year Education Planning process.
 - 8.4 Annually approve Three-Year Education Plan for submission to Alberta Education by due date.
 - 8.5 Monitor progress toward the achievement of student outcomes and Board priorities and initiatives.
 - 8.6 Annually evaluate the effectiveness of the Division in achieving established goals and Board priorities and initiatives.
 - 8.7 Approve Annual Education Results Report for distribution to community stakeholders.

SELECTED RESPONSIBILITIES

The Board shall:

1. Acquire and dispose of land and buildings.
2. Approve religious instruction in any school.
3. Name schools and other Board-owned facilities.
4. Make a recommendation for the dissolution of a School Council.
5. Hear presentations of School Continuous Improvement Plans.
6. Approve instructional materials and transportation fees.
7. Approve specific Board initiatives to be funded.
8. Approve facility Joint Use Agreements when required.
9. Approve all contracts for goods and services with the Division that exceed a value of \$200,000 unless such contracts follow explicitly from budget approval.
10. Approve new leases; such leases to include any provisions for the placement or modification of facilities by outside agencies.
11. Name trustee(s) to serve on Ad Hoc Committee(s).
12. Approve the School Calendar.

Legal Reference: Section 56, 60, 61, 62, 63, 187, 188 School Act

Developed: November 2005
Amended: May 5, 2010
Amended: March 16, 2011
Amended: October 2, 2013
Amended: March 15, 2017