
ROLE OF THE BOARD

As the corporate entity established by provincial legislation and given authority by the School Act and attendant Regulations and the corporate body elected by the electors that support Grande Yellowhead Public School Division No. 77, 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 is responsible for the development of policies and goals to govern the Division 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 for Student Learning

- 1.1 Provide overall direction for the Division by establishing mission, vision, strategic priorities and key results.
- 1.2 Support the establishment of a welcoming, caring, respectful and safe learning environment within the Division.
- 1.3 Annually approve process and timelines for the refinement of the Three-Year Education Plan.
- 1.4 Identify Board priorities and initiatives at the outset of the annual Three-Year Education Planning process.
- 1.5 Monitor progress toward the achievement of student outcomes and Board priorities and initiatives.
- 1.6 Monitor the effectiveness of the Division in achieving established priorities, desired results and key performance indicators.
- 1.7 Annually approve the "rolling" Three-Year Education Plan/Annual Education Results Report for submission to Alberta Education and for distribution to the public.

2. Community Assurance

- 2.1 Make data informed decisions which reflect community values and represent the interests of the entire Division.
- 2.2 Ensure the roles and responsibilities of the Board are effectively communicated to stakeholders.
- 2.3 Engage the community in a dialogue about Division programs, needs and priorities.
- 2.4 Establish processes and provide opportunities for community engagement.
- 2.5 Establish a forum for student engagement.
- 2.6 Annually report Division results.

- 2.7 Meet bi-annually with the Council of School Council Chairs.
 - 2.8 Develop procedures for and hear appeals as required by statute and/or Board policy.
 - 2.9 Model a culture of respect, integrity, openness and transparency.
3. Accountability to Provincial Government
 - 3.1 Act in accordance with all statutory requirements to implement provincial and educational standards and policies.
 - 3.2 Perform Board functions required by governing legislation and existing Board policy.
 - 3.3 Respond to requests for information, provide feedback and or communicate significant issues as they impact our Division.
 - 3.4 Ensure all students, staff and Division leaders learn about First Nations, Métis and Inuit perspectives, experiences and contributions throughout history; treaties, and the history and legacy of residential schools.
4. Fiscal Accountability
 - 4.1 Within the context of results-based budgeting, approve budget assumptions/principles and establish priorities at the outset of the budget process.
 - 4.2 Approve the budget annually and ensure resources are allocated to achieve Board priorities and initiatives.
 - 4.3 Approve annual fees for transportation and tuition.
 - 4.4 Approve expense reimbursement rates.
 - 4.5 Monitor the fiscal management of the Division, through receipt of at minimum quarterly variance analyses and year-end projections.
 - 4.6 Receive the Audit Report and ensure the management letter recommendations are addressed.
 - 4.7 Approve annually the Three-Year Capital Plan for submission to Alberta Education by the date due.
 - 4.8 Approve borrowing for capital expenditures within provincial restrictions.
 - 4.9 Set the parameters for negotiations after receiving advice from the Superintendent.
 - 4.10 At its discretion, ratify Memoranda of Agreement with bargaining units.
 - 4.11 Approve the Superintendent's contract.
 - 4.12 Approve annually signing authorities for the Division.
 - 4.13 Approve transfer of funds to/from reserves.
 - 4.14 Approve investment parameters.
 - 4.15 Annually report financial results to community stakeholders.
 - 4.16 Ensure all non-instructional programs are regularly reviewed to test the relevancy, effectiveness, and efficiency of the programs against desired outcomes.
5. Board/Superintendent Relations ("First Team")
 - 5.1 Select the Superintendent.
 - 5.2 Provide the Superintendent with clear corporate direction.

- 5.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the School Act.
 - 5.4 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.
 - 5.5 Demonstrate respect, integrity, and support, which is then conveyed to the staff and the community.
 - 5.6 Annually evaluate the Superintendent utilizing Policy 12 – Role of the Superintendent.
 - 5.7 Annually review compensation.
 - 5.8 Provide for Superintendent succession planning as required.
6. Board Development
 - 6.1 Develop a plan for governance excellence in fiduciary, strategic, and generative engagement modes.
 - 6.2 Annually evaluate Board effectiveness in meeting performance indicators and determine a positive path forward.
7. Policy
 - 7.1 Determine the goals and objectives the Division plans to pursue.
 - 7.2 Identify how the Board is to function.
 - 7.3 Annually monitor policies and policy impact to determine if policy is producing the desired results.
8. Political Advocacy
 - 8.1 Act as an advocate for public education and the Division.
 - 8.2 Identify issues for advocacy on an ongoing basis.
 - 8.3 Develop a plan for advocacy including focus, key messages, relationships and mechanisms.
 - 8.4 Promote regular meetings and maintain timely, frank and constructive communication with locally elected officials.
 - 8.5 Arrange meetings with elected provincial and federal government officials to communicate and garner support for education.

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 specific Board initiatives to be funded.
7. Approve all contracts for goods and services with the Division that exceed a value of two hundred thousand dollars (\$200,000) unless such contracts follow explicitly from budget approval.
8. Approve new leases; such leases to include any provisions for the placement or modification of facilities by outside agencies.
9. Name trustee(s) to serve on Ad Hoc Committee(s).
10. Approve the School Calendar.

Legal Reference: Section 45, 45.1, 56, 60, 61, 62, 63, 78, 113, 147, 187, 188 School Act

Approved: November 2005

Amended: May 5, 2010, March 16, 2011, October 2, 2013, March 15, 2017, March 21, 2018