

POLICY 2

ROLE OF THE BOARD

As the corporate body elected by the voters and the ratepayers that support the Northern Lights School Division, the Board of Trustees is responsible for the development of goals and policies to guide the provision of educational services to students resident within the Division, in keeping with the requirements of government legislation and the values of the electorate.

Specific areas of responsibility:

1. Accountability to Provincial Government

The Board shall:

- 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.

2. Accountability to Community

The Board shall:

- 2.1 Make data-driven decisions which reflect community values and represent the interests of the entire community served, from a long-term perspective.
- 2.2 Establish processes and provide opportunities for community engagement.
- 2.3 Report Division results at least annually.
- 2.4 Develop procedures for and hear appeals as required by statute and/or Board policy.
- 2.5 Model a culture of respect and integrity.

3. Three-Year Education Plan

- 3.1 Provide overall direction for the Division by establishing mission, vision, strategic priorities and key results.
- 3.2 Annually approve Three-Year Education Plan process and timelines.
- 3.3 Identify Board priorities at the outset of the annual Three-Year Education Planning session
- 3.4 Annually approve Three-Year Education Plan for submission to Alberta Learning by due date.
- 3.5 Monitor progress toward the achievement of student outcomes and other desired results as determined by the Board.

- 3.6 Annually evaluate the effectiveness of the Division in achieving established goals and desired results.
- 3.7 Approve Annual Education Results Report for distribution to public.

4. Policy

The Board shall:

- 4.1 Determine the goals and objectives the Division wishes to pursue.
- 4.2 Identify how the Board is to function.
- 4.3 Monitor policy impact to determine if policy is producing the desired results.
- 4.4 Set the mandates for negotiation.
- 4.5 Delegate authority to the Superintendent and define commensurate responsibilities.

5. Superintendent/Board Relations

The Board shall:

- 5.1 Select the Superintendent and negotiate a contract.
- 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 Annually evaluate the Superintendent in regard to the Superintendent job description and additional Board direction (e.g., hold Superintendent accountable for achievements of Three-Year Education Plan).
- 5.6 Provide for Superintendent succession planning as required.

6. Political Advocacy

The Board shall:

- 6.1 Develop a strategy for advocacy including focus, key messages and mechanisms, to be reviewed annually.
- 6.2 Participate in provincial and/or national school board associations as deemed appropriate.

7. Board Development

The Board shall:

- 7.1 Annually evaluate Board effectiveness.
- 7.2 Develop a plan to be reviewed annually for trustee development including increased knowledge of role, processes and issues to further the effective implementation of the Three-Year Education Plan.

8. Fiscal

The Board shall:

- 8.1 Approve the budget annually and direct resources to achieve desired results.
- 8.2 Approve annually the Three-Year Capital Plan and Facilities Master Plan for submission to Alberta Infrastructure by the date due.
- 8.3 Appoint the auditor.
- 8.4 Receive Audit Report and ensure quality indicators are met.
- 8.5 Receive a listing of monthly expenditures as information.
- 8.6 Monitor fiscal management of the Division.
- 8.7 Ratify Memoranda of Agreement with bargaining units.
- 8.8 Receive a listing of the tenders for contracted work.
- 8.9 Receive a listing of all leases and agreements.

The Board shall:

1. Acquire and dispose of land and buildings.
2. Approve the annual calendar.
3. Approve locally developed/acquired courses.
4. Provide for recognition of students, staff and community.
5. Approve specific initiatives to be funded from the Board's discretionary fund.
6. Name schools and other Board-owned facilities.
7. Make a recommendation for the dissolution of a School Council when deemed necessary.
8. Develop an annual work plan.

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